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NASA – NPPS
EMPLOYEE EXPRESS INTERFACE CONTROL DOCUMENT

* User will verify version is current before use *

1.0 GENERAL

A Memorandum of Understanding has been promulgated between National Aeronautics and Space Administration (NASA, Requesting Agency) and the U.S. Office of Personnel Management (OPM, Performing Agency) to implement an interface between NASA and the OPM facility, Employee Express (EE). Employee Express allows current NASA employees, via an automated system, to access information about their personnel/payroll records and provides the ability to directly change the information which is within the employee's discretion. NASA has joined the Interagency Employee Express Task Force.

The NASA Personnel/Payroll System (NPPS) has been modified to implement with EE. The NPPS Interface Requirements Working Group was formed to define the interface requirements for NPPS. This group is composed of the NPPS Program Functional Manager, the NPPS Configuration Control Board members, the NPPS Engineering Review Board members, and others.

1.1 Purpose

The purpose of this Interface Control Document (ICD) is to specify the interfaces between EE and NPPS to the level of requirement and design, such that all changes required to implement the interface are known and all design issues are resolved. The ICD forms the baseline specification to be implemented by NPPS and EE. The ICD is attached to a NASA Form 1620, Change Control Request, and allocated to a future release of NPPS.

1.2 Scope

This interface is limited to the EE transactions below:

- Federal Tax Withholding
- State Tax Withholding
- Direct Deposit Net Paycheck
- Direct Deposit Allotments
- Check Address
- Home Address Changes
- Federal Employee Health Benefits (FEHB)
- Thrift Savings Plan (TSP)
- EE Bonds
- I Bonds
- Earnings and Leave Statement
- FEHB Pre-Tax Flag

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1.3 Employee Express System Overview

Characteristics of Employee Express:

- Empower Employees - Immediate Feedback
- Convenient - No need to get form (in most cases), or go to personnel or payroll office. Use any touch-tone phone any time of day, or kiosks at strategic locations in the work area
- Reduce Processing Time and Effort
- Eliminates Layer of Activity
- Security and Privacy
- Increase the number of employees covered by adding more agencies to the EE network.

The Technology

- A touch-tone phone is required if you want to telephone EE. A cellular phone cannot guarantee security and privacy.
- The phone system includes a combination of voice and touch tone technology.
- The customer must use a Web browser that supports Secure Socket Layers (SSL) protocol with 128-bit encryption software (strong encryption) and JavaScript enabled.

Transactions

- Federal Taxes - IRS regulations require initial hard copy W-4 with each employer; therefore, federal tax data can only be changed, not initiated.
- State Taxes - The capability is provided to change existing state tax data for all participating taxing states. Missouri, is not currently participating.
- The EE website (www.employeeexpress.gov) handles the same transactions.

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- Net Check Deposit - Financial Institutions Routing Number and Account Number are required to perform this transaction. A net check deposit can be started, changed, or stopped.
- Allotments - Financial Institutions Routing Number and Account Number are required. No hard copy is necessary. An allotment can be started, changed, replaced, or stopped.
- Home Address - You can only make changes to home address information.
- Check Address - For some agencies, this address is mandatory if the net check deposit via EFT is stopped with an EE transaction (Net Check Deposit).
- FEHB - You can start, change, or stop health benefit options and turn the FEHB Pre-Tax Flag on or off.
- TSP - You can start, change, stop, or allocate TSP contributions only during the TSP open seasons.
- EE / I Bonds – You can start, change, or stop one or all bonds. You are limited to 1 co-owner/beneficiary.

Security

- Each employee has a unique social security - personal identification number (PIN).
- PIN will be mailed to employee's home address.
- PIN number and data can be compromised on a cellular phone.

Assistance

- There are three forms of help desk support - Employee Express help desk, Employee Express web site help, and the Agency point of contact. The help desk can be accessed from the 800 number touch phone system from 7AM - 7PM Eastern Standard Time. An Area Code 912 (Macon, Ga.) number is provided for access to the help desk during hours other than normal duty. Employees are not able to access the help desk via the 800 number.

1.4 NASA Personnel/Payroll System Overview

The NPPS is a uniform system used by all NASA installations. The system assists the installations in administering employee personnel and payroll processing and record keeping activities. The system user is able to accomplish data entry for required personnel action processing, view employee records, process payrolls, select on-line reports, and schedule hardcopy reports.

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The NPPS was developed as an agencywide software application to satisfy a core set of software requirements meeting the processing needs of all NASA installations. Each NASA installation may develop additional applications to interface with the NPPS database to satisfy specific processing needs of the installation.

NPPS is a sensitive data processing application requiring special attention to system and data access. The user is able to gain access to employee data through NPPS security. NPPS security is provided at the transaction/screen level for each user. The user can be authorized to view system data and can be separately authorized to update the data by a system administrator or authorized system user through the security administration function provided by NPPS.

The diversity of the NPPS user requires that a system navigation method be provided to satisfy both the beginning and the expert system user. NPPS menus provide one means of system navigation to the specific processing screens desired by the beginning system user. An "expert mode" provides an optional means of screen navigation for the more experienced system user to select a desired process and by-pass intermediate menu processing.

The diversity of the system user and the complex structure on NPPS requires that assistance be available to system users at all times. Help is available on-line to system users from any NPPS process. NPPS users can be authorized through the security administration function to maintain the help information at the installation.

The volume of input and output data required to be processed by NPPS necessitates that NPPS provides a method of processing bulk input and output. The system provides an on-line and batch access to the system database containing personnel and payroll data.

The on-line system is composed of three primary segments. The personnel segment of the system contains all the processing components required to add, maintain, and delete personnel in the system. The payroll segment of the system contains all the processing components required to process pay for active personnel. The application administration segment of the system contains the functions required to authorize system users to access system components, maintain system table values, update help information, and other miscellaneous functions requiring controlled user access.

Batch processes accommodate hardcopy output reports and input of large volumes of data to be processed by NPPS.

Standard external interfaces to other government agency systems must be accommodated in NPPS. Standard interface file formats defined by these agencies must be used for all data transfer between the agencies. NPPS provides output and input interface file formats for each standard interface application. Access to the NPPS database in read-only mode for center-unique applications is provided in the system through the use of standard ADABAS and NATURAL programs developed by each

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installation. NPPS provides a method to exit a NPPS process, execute an installation-unique application, and return to NPPS for further processing.

2.0 Interface Requirements and Design

This section specifies the operational scenario and technical process requirements, and the design necessary to implement the requirements for the EE - NASA interfaces and the interfaces and processes internal to NASA (NPPS) that are also required to implement the EE - NASA interfaces.

2.1 Bi-Weekly Master File Extract Processing

The EE facility requires an extract of data from the NASA employee files supporting NASA's personnel and payroll processing. These files provide the EE database accessed by NASA employees when interfacing with the EE telephone and/or kiosk. The initial, full-production extract contains all of the EE data available on the NASA files. Subsequent extracts contains only data that has changed since the last extract, as specified below, including new and separated employee information

2.1.1 Bi-Weekly Extract Format Requirements

A flat file containing the fields described below is required to be produced from the NPPS files each pay period after the close of the payroll processing to form the initial EE production extract. Changes to the fields are produced for each pay period subsequent to the initial production submission.

2.1.1.1 Employee Express Extract Interface Requirements

Outgoing File Layout (CAEE002)

FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Social Security Number	9	1-9		Pay-SSN (PAY)
Home Street	35	10-44	Optional	Addr-Home-1 (ADDR)
Home Street2	35	45-79	Required	Addr-Home-2 (ADDR)
Home Street3	25	80-104	Filler	
Home City Code	4	105-108	Filler	
Home City	23	109-131	Required	Addr-Home-City (ADDR) 15 bytes
Home County Code	3	132-134	Filler	
Home State	4	135-138	1-2 req	Addr-Home-State

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
			3-4 filler	(ADDR) 3 bytes
Home Zip	11	139-149	1-5 req 6-9 opt 10-11 filler '-' removed	Addr-Home-Zip (ADDR) 9 bytes
Check Street	35	150-184	Optional	Addr-Chk-1 (ADDR)
Check Street2	35	185-219	Required	Addr-Chk-2 (ADDR)
Check City Code	4	220-223	Filler	
Check City	16	224-239	Required	Addr-Chk-City (ADDR) 15 bytes
Check State	4	240-243	1-2 req 3-4 filler	Addr-Chk-State (ADDR) 3 bytes
Check Zip	11	244-254	1-5 req 6-9 opt 10-11 filler '-' removed	Addr-Chk-Zip (ADDR) 9 bytes
Fed Marital Status	1	255	'X' for tax exempt	Pay-Fedtx-Marital-Code (PAY)
Fed Exemptions	2	256-257	Required	Pay-Fedtx-Ex (PAY)
Fed Deduction Amount	6	258-263		Pay-Fedtx-Opt-Amt (PAY) 4 bytes
State Residence Code (State Tax Code)	4	264-267	1-2 req 3-4 filler	Pay-State-Code(PAY) 2 bytes
State Marital Status	1	268	'X' for tax exempt	Pay-Sttx-Marital-Code (PAY)
State Exemption	2	269-270		Pay-Sttx-Units (PAY) 3 bytes
State Variance	5	271-275		Pay-St-Alt-Amt (PAY) 8.2 bytes
State Deduction Amount	6	276-281	Optional	Pay-St-Add-Wh (PAY) 8.2 bytes
Direct Deposit Bank Routing Code	9	282-290		Pay-Addr-Inst-Nbr (PAY)

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Direct Deposit Account Type	1	291		Pay-Addr-Acct-Type (PAY)
Direct Deposit Account Number	17	292-308		Pay-Addr-Acct-Nbr (PAY)
Financial Allotment Bank Routing Code (1)	9	309-317		Pay-Vol-Allot-Inst (PAY) 12 bytes
Financial Allotment Account Type (1)	1	318		Pay-Vol-Allot-Type (PAY)
Financial Allotment Account Number (1)	17	319-335		Pay-Vol-Allot-Acct-Nbr (PAY)
Financial Allotment Deduction Amount (1)	7	336-342		Pay-Vol-Allot-Ded-Amt (PAY) 5 bytes
Financial Allotment Bank Routing Code (2)	9	343-351		Pay-Vol-Allot-Inst (PAY) 12 bytes
Financial Allotment Account Type (2)	1	352		Pay-Vol-Allot-Type (PAY)
Financial Allotment Account Number (2)	17	353-369		Pay-Vol-Allot-Acct-Nbr (PAY)
Financial Allotment Deduction Amount (2)	7	370-376		Pay-Vol-Allot-Ded-Amt (PAY) 5 bytes
Financial Allotment Bank Routing Code (3)	9	377-385	Filler	
Financial Allotment Account Type (3)	1	386	Filler	
Financial Allotment Account Number (3)	17	387-403	Filler	
Financial Allotment Deduction Amount (3)	7	404-410	Filler	
Employee Last Name (Display as received)	2044	411-43504	NPPS field A22, last two bytes truncated Last, First, MI, Suffix (Display as received)	Pay-Name-Last (22) Pay-Name-First (12) Pay-Name-MI (1) Pay-Name-Suffix (3) (PAY)

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Employee First Name	20	431-450	NPPS field only A12	Pay-Name-First
Employee Middle Initial	1	451		Pay-Name-MI
FEHB Eligibility Code	1	452	'N' if FEHB code is 'ZZ*' series 'Y' if FEHB code is valid 'N' if FEHB / Full Pay indicator is a 'C'	No database field, converted when stored on express master file. EE-Fehb-Elig-Ind (EE)
Sex Code	1	453	'F' or 'M'	Per-Sex (PER)
FEHB Present Enrollment Code	3	454-456	Blank if FEHB code is 'ZZ*' series	Per-Fehb (PER)
TSP Eligibility Code	1	457	'Y' if sts = Y, N, E, W 'N' if sts = I, S, or T 'Y' if sts = I or T and Per-tspeligdte = next open season	Per-Tspstatus (PER)
TSP Percent	2	458-459		Mer-Tsp-Erate (MER) 2.1 bytes
TSP Amount	4	460-463		Mer-Tsp-Eamt (MER)
TSP Catch-up Amount	4	464-467		Mer-Tsp-CU-Eamt (MER)
Filler	5	4684-472	Zero filled Previously held TSP Fund Distributions	
TSP Retirement Coverage	1	473	'C' if ret code = 1,C,E,T,6 'C' if ret code = 4 and anuind ind = 1, 4, or 5 'F' if ret code = K,M	Per-Retplan (PER)
Date of Birth	8	474-481	MMDDYYYY	Per-Birthdte (PER) CCYYMMDD

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
CPDF Agency Code	4	482-485	'NN10'	
Personnel Office Id	8	486-493		Per-79char (bytes 1-2) Office Id from CTLPER screen 4 bytes (only first two used)
Payroll Office Number	8	494-501		Payroll-Office-No (Install)
Ending Pay Period Date *	8	502-509	MMDDYYYY	Ctl-Date (CTLPAY) CCYYMMDD
Pay Period Number *	2	510-511		Ctl-Period (CTLPAY)
Agency ID	11	512-522	5-11 filler	Install-Agency-Station- Cd (INSTALL) 4 bytes
Routing Code	2	523-524	'07'	
File ID	6	525-530	'NAS000'	
Processing ID	10	531-540	Filler	
Record Type	1	541	'A' – New record 'C' – Change element (except SSN) 'S' – Separation	
Overseas Home Address Indicator	1	542	Filler	
Overseas Pay Check Mailing Address Indicator	1	543	Filler	
FEHB Pre-Tax Flag	1	544	Blank (pre-tax/default) 'W' (taxable – NPPS 'Y' will be converted to 'W')	Empl-FEHB-Tax-Ex- Wvr-Ind (Pay Master)
Filler	17	545-560	Filler	
SB Eligibility Code	1	561	'Y' Emp has bonds 'N' Emp does not have bonds	
Bond Deduction Amount (1)	9	562-570		Pay-Bond-Ded-Amt (PAY) 4.2 bytes

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
*Bond Denomination (1)	1	571		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (1)	9	572-580		Bond-Owner-SSN (ADDR)
Bond Owner's Name (1)	33	581-613	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (1)	33	614-646		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (1)	33	647-679		Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City (1)	20	680-699		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (1)	2	700-701		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (1)	11	702-712		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co- Owner/Beneficiary Designator (1)	1	713	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co- Owner/Beneficiary Name (1)	28	714-741		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (1)	3	742-744	Number of the bond, 1 through 10	
Bond Deduction Amount (2)	9	745-753		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (2)	1	754		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (2)	9	755-763		Bond-Owner-SSN (ADDR)

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Bond Owner's Name (2)	33	764-796	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (2)	33	797-829		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (2)	33	830-862		Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City (2)	20	863-882		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (2)	2	883-884		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (2)	11	885-895		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (2)	1	896	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co-Owner/Beneficiary Name (2)	28	897-924		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (2)	3	925-927	Number of the bond, 1 through 10	
Bond Deduction Amount (3)	9	928-936		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (3)	1	937		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (3)	9	938-946		Bond-Owner-SSN (ADDR)
Bond Owner's Name (3)	33	947-979	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (3)	33	980-1012		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (3)	33	1013-		Bond-Owner-Addr-2

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
		1045		(ADDR) 35 bytes
Bond Mailing City (3)	20	1046-1065		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (3)	2	1066-1067		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (3)	11	1068-1078		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (3)	1	1079	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co-Owner/Beneficiary Name (3)	28	1080-1107		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (3)	3	1108-1110	Number of the bond, 1 through 10	
Bond Deduction Amount (4)	9	1111-1119		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (4)	1	1120		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (4)	9	1121-1129		Bond-Owner-SSN (ADDR)
Bond Owner's Name (4)	33	1130-1162	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (4)	33	1163-1195		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (4)	33	1196-1228		Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City (4)	20	1229-1248		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (4)	2	1249-1250		Bond-Owner-St (ADDR) 3 bytes

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Bond Mailing Zip (4)	11	1251-1261		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (4)	1	1262	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co-Owner/Beneficiary Name (4)	28	1263-1290		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (4)	3	1291-1293	Number of the bond, 1 through 10	
Bond Deduction Amount (5)	9	1294-1302		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (5)	1	1303		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (5)	9	1304-1312		Bond-Owner-SSN (ADDR)
Bond Owner's Name (5)	33	1313-1345	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (5)	33	1346-1378		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (5)	33	1379-1411		Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City (5)	20	1412-1431		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (5)	2	1432-1433		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (5)	11	1434-1444		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (5)	1	1445	'0' if Bond Coben = blank '1' if Bond Coben = 'OR'	Bond-Coben-Code (ADDR)

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
			'2' if Bond Coben = 'POD'	
Bond Co-Owner/Beneficiary Name (5)	28	1446-1473		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (5)	3	1474-1476	Number of the bond, 1 through 10	
Bond Deduction Amount (6)	9	1477-1485		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (6)	1	1486		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (6)	9	1487-1495		Bond-Owner-SSN (ADDR)
Bond Owner's Name (6)	33	1496-1528	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (6)	33	1529-1561		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (6)	33	1562-1594		Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City (6)	20	1595-1614		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (6)	2	1615-1616		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (6)	11	1617-1627		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (6)	1	1628	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co-Owner/Beneficiary Name (6)	28	1629-1656		Bond-Coben-Name (ADDR) 27 bytes

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Bond ID (6)	3	1657-1659	Number of the bond, 1 through 10	
Bond Deduction Amount (7)	9	1660-1668		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (7)	1	1669		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (7)	9	1670-1678		Bond-Owner-SSN (ADDR)
Bond Owner's Name (7)	33	1679-1711	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (7)	33	1712-1744		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (7)	33	1745-1777		Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City (7)	20	1778-1797		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (7)	2	1798-1799		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (7)	11	1800-1810		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (7)	1	1811	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co-Owner/Beneficiary Name (7)	28	1812-1839		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (7)	3	1840-1842	Number of the bond, 1 through 10	
Bond Deduction Amount (8)	9	1843-1851		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (8)	1	1852		Bond-Code (ADDR)

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
				Codes converted from TBOND table
Bond Owner's SSN (8)	9	1853-1861		Bond-Owner-SSN (ADDR)
Bond Owner's Name (8)	33	1862-1894	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (8)	33	1895-1927		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (8)	33	1928-1960		Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City (8)	20	1961-1980		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (8)	2	1981-1982		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (8)	11	1983-1993		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (8)	1	1994	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co-Owner/Beneficiary Name (8)	28	1995-2022		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (8)	3	2023-2025	Number of the bond, 1 through 10	
Bond Deduction Amount (9)	9	2026-2034		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (9)	1	2035		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (9)	9	2036-2044		Bond-Owner-SSN (ADDR)
Bond Owner's Name (9)	33	2045-	Last, First, MI	Bond-Owner-Name

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
		2077		(ADDR) 27 bytes
Bond Mailing Street 1 (9)	33	2078-2110		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (9)	33	2111-2143		Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City (9)	20	2144-2163		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (9)	2	2164-2165		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (9)	11	2166-2176		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (9)	1	2177	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co-Owner/Beneficiary Name (9)	28	2178-2205		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (9)	3	2206-2208	Number of the bond, 1 through 10	
Bond Deduction Amount (10)	9	2209-2217		Pay-Bond-Ded-Amt (PAY) 4.2 bytes
*Bond Denomination (10)	1	2218		Bond-Code (ADDR) Codes converted from TBOND table
Bond Owner's SSN (10)	9	2219-2227		Bond-Owner-SSN (ADDR)
Bond Owner's Name (10)	33	2228-2260	Last, First, MI	Bond-Owner-Name (ADDR) 27 bytes
Bond Mailing Street 1 (10)	33	2261-2293		Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2 (10)	33	2294-2326		Bond-Owner-Addr-2 (ADDR) 35 bytes

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FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Bond Mailing City (10)	20	2327-2346		Bond-Owner-City (ADDR) 15 bytes
Bond Mailing State (10)	2	2347-2348		Bond-Owner-St (ADDR) 3 bytes
Bond Mailing Zip (10)	11	2349-2359		Bond-Owner-Zip (ADDR) 9 bytes
Bond Co-Owner/Beneficiary Designator (10)	1	2360	'0' if Bond Coben = blank '1' if Bond Coben = 'OR' '2' if Bond Coben = 'POD'	Bond-Coben-Code (ADDR)
Bond Co-Owner/Beneficiary Name (10)	28	2361-2388		Bond-Coben-Name (ADDR) 27 bytes
Bond ID (10)	3	2389-2391	Number of the bond, 1 through 10	
Filler	9	2392-2400	Filler	

* The ending pay period date and pay period number denote the pay period for which the employee master record is current.

Bond Denomination:

Series EE Bonds

4 = 100

5 = 200

6 = 500

7 = 1000

Series I Bonds

A = 50

B = 75

C = 100

D = 200

E = 500

F = 1000

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General Information

No dual appointments are accepted in EE. There should be a message in the system stating this to the employees. Each agency system is responsible for taking out all duplicate SSNs.

Agency systems should only send new, changed, or deleted records in the bi-weekly update master record extract file. Currently agency systems are sending change records. The records should contain all fields and be full record replacements.

The master file extract includes a 1-character field labeled "RECORD TYPE" with the following values:

- A = Accession (new record to be added)
- C = Change (any data element except SSN is changed in the record)
- S = Separation (record that should be removed from the master file)

The master file extract includes a 6-character field labeled "FILE ID" with the following values:

NAS000 = All National Aeronautics and Space Administration records

The field labeled "AGENCY ID" data is left justified, padded right with spaces.

The master file extract includes a 10-character field labeled "PROCESSING ID". This field is needed for HHS to move their current agency id values into this field for processing. Other agencies can use this field for their own internal processing uses. NASA does not use this field.

Macon processes records in the following sort order:

SSN (primary sort)	
RECORD TYPE (secondary sort by:)	Separation
	Accession
	Change

If 50 errors (described below) occur, OPM does not process the file but notifies the agency systems personnel for a new file or full master file replacement. The following are error resolutions and tracking:

If RECORD TYPE = S and SSN is not found on EE master file, OPM does not process the record but writes to an error file for tracking and notifying agency systems personnel.

If RECORD TYPE = S and SSN is found but AGENCY ID in record does not equal AGENCY ID in EE master file, OPM does not process the record but writes to an error file for tracking and notifying agency systems personnel; for hash totals OPM subtracts out the numerics for the record in OPM's file.

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If RECORD TYPE = A and SSN is found, if AGENCY ID in record does not equal AGENCY ID in EE master file, OPM processes (overlay the existing record) but will not generate a new PIN; OPM notifies the agency systems personnel.

If RECORD TYPE = A and SSN is found, if AGENCY ID in record is equal to AGENCY ID in EE master file, OPM does not process the record but writes to an error file for tracking and notifying agency systems personnel; for hash totals OPM subtracts out the numerics for the record in OPM's file and adds in the numerics for the record in the agency file.

If RECORD TYPE = C and SSN is not found, OPM writes to an error file for tracking and notifies agency systems personnel; for hash totals OPM adds in the numerics for the record in the agency file.

Hash total information for the header and trailer continue to reflect information about the current file being transferred (the update file, not full master file for EE).

Header and Trailer Information

The batch header is the first record in the file and the batch trailer is the last record in the file. The header and trailer records are 80 bytes in length.

Update Master Extract File:

BATCHbHEADERbFORbXX.bbRECORDS:b#####.bCARDS:b#####.bHASHbTOTALS:b#####

BATCHbTRAILbbFORbXX.bbRECORDS:b#####.bCARDS:b#####.bHASHbTOTALS:b#####

XX	Routing code that identifies the agency NASA=07
RECORDS	Total number of records in the file
CARDS	Total number of card images (80 byte records) for RJE transmissions
HASH TOTALS	Total of all extract Federal Deduction Amounts for all records in the file
b	Denotes a space in the record

If the agency has no accessions, changes, or separations, an update master extract file is still created. The batch header and trailer records would contain zero counts for RECORDS, CARDS, and HASH TOTALS. The second record in the file is in the master record format with data only in the Ending Pay Period Date and Pay Period Number fields. This data is used to update the master records in EE and to ensure that OPM is receiving current information and providing the current date information to the employee.

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Add hash total information as the next to last record in the file (the record(s) before the batch trailer record) to verify the contents of the file are processing correctly and the master file is updated properly. For files that contain records for more than one FILE ID, there is a separate Master Hash record for each FILE ID. Hashing occurs after changes have been applied to the full master file. The records are 80 bytes in length and contain the following information:

COUNT:b#####MASTERbHASHbFORbFILEID:b#####bbbbbbbbbbbb
bbbbbbbbbbbbbb

COUNT	Total number of employees in full master file for EE
MASTER HASH	Total of all 9 digits of the social security number in full master file for EE (all integers)
FILE ID	Identifies what file the records are for (Ex: NAS000)
b	Denotes a space in the record

COUNT and MASTER HASH are padded on the left with leading zeroes.

If the agency has no accessions, change, or separations, the agency system still creates a MASTER HASH for each FILE ID.

After applying the reconciliation rules (page 11) for any errors, if hash totals do not equal, OPM does not process the file but notifies the agency systems personnel and receives a full master file replacement through telecommunications or overnight tape. OPM compares the current master file against the new master file and creates a "change file" to update the touch screen systems.

OPM notifies the agency systems personnel via a fax indicating a problem has occurred. The fax is generated by the system at the time the error occurs. Each agency system provides OPM with contact names, fax, and voice numbers. OPM establishes a new file area on the FJOB bulletin board in the EE conference with access by agency systems personnel only. When an error has occurred and a fax has been sent, OPM creates a file with the information about the record(s) OPM has on file, record(s) received by the agency, and what error has occurred. This satisfies security concerns of faxing SSNs and employee data.

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2.1.1.2 NPPS Field Required to Create the Extract

The following NPPS files are accessed to retrieve the information needed by EE for the extract. Edits pertaining to individual fields are located in tables that follow.

- NPPS Address File
- NPPS PAY/PER/MER Master Files
- Employee Express Bi-Weekly Extract file to OPM
- Employee Express Daily Extract file from OPM
- Employee Express Master
- NPPS PAY/PER Suspense Files

2.1.1.3 NPPS Master File Requirements

NASA requires processing to create and maintain a bi-weekly file of EE data, as defined in 2.1.1.1 and 2.1.1.2. A new ADABAS file has been created to store the bi-weekly employee data in order to facilitate the processing of change-only data being extracted/sent to EE.

2.1.2.2 NPPS Master File Processing

Bi-Weekly Initialization of the EE-MASTER File - This process initializes the record type fields to blank and deletes all 'S' type (terminations/deletions) records.

Update the EE-MASTER File - This process updates the EE-MASTER from the NPPS master files used in the normal bi-weekly personnel and payroll processes. Active (Reactivation Code = 0), new employees (New Employee Indicator = 'Y') and terminating employees (Reactivation Code = 0 and Duty Status = 'Z') is analyzed. New employees have a new record written to the EE-MASTER with a value of 'A' posted to their Record Type and terminating employees have an 'S' posted to their Record Type on the EE-MASTER. Other active employees whose data on the NPPS master files shows a value different than that on the EE-MASTER have the differences extracted and posted to the EE-MASTER and a value of 'C' posted to their Record Type.

When the process detects a terminating NOAC of 721T (inter-agency transfer), the termination is not communicated to EE. However, the record is deleted by the bi-weekly initialization process. When the process detects a NOAC of 721A, all the data is written to the EE-MASTER with a value of 'C' posted to their Record Type.

When an employee SSN change is detected, an 'S' is posted to their Record Type on the EE-MASTER (the old SSN). In addition, a new EE-MASTER record is written using the new SSN with a value of 'A' posted to their Record Type.

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2.1.2.3 NPPS Consolidation of NASA Installation Extracts

Create NASA Bi-weekly Extract File - This process reads the EE-MASTER file and creates the flat file and the header and trailer records specified in 2.1.1.1 and 2.1.1.2, above for pick by the EE facility. If the Record Type fields are all blank, this process loads all 9s to create a dummy record.

2.2 Daily Transaction File Processing

The EE facility in Macon, Georgia collects all transactions received via phone, EE web site, and kiosk from NASA employees each day. These are consolidated into one transaction file and transmitted to the NASA consolidating center each day, Monday through Friday. If for that day no transactions have been entered by NASA employees, Macon sends a null transaction (all 9s).

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2.2.1 Employee Express Daily Transaction File Interface Requirements

Additional edits for incoming transactions are contained in section 2.3 NASA
Transaction Edits/Employee Interface Requirements

Transaction Header File for all Actions.

FIELD NAME	LG TH	POS	Edits	NPPS Data Element
Transaction Code	4	1-4	0012 – Home Addr Chg 0022 – Check Addr Chg 0032 – Fed Tax Chg 0042 – State Tax Chg 0051 – Direct Dep Start 0052 – Direct Dep Chg 0053 – Direct Dep Stop 0061 – Fin Allot Start 0062 – Fin Allot Chg 0063 – Fin Allot Stop 0072 – TSP Start / Chg 0073 – TSP Stop 0074 – TSP CU Start/Chg 0075 – TSP CU Stop 0081 – FEHB Start 0082 – FEHB Chg 0083 – FEHB Stop 0089 – FEHB Fed Tax wvr 0091 – Bond Start 0092 – Bond Chg 0093 – Bond Stop 0095 – Bond Stop All	
Social Security Number	9	5-13		Int-SSN (NOAC 942/943) Pay-S-SSN

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Effective Date	8	14-21	MMDDYYYY	Int-Efdate/Susp-Efdate/ Int-Tspstatusdte (942/943) Pay-S-Effdate (YYYYMMDD)
Agency ID	11	22-32	1 – 4 Center 5 – 11 Filler	Int-Install (942/943) Pay-S-Install-Id 4 bytes
Routing Code	2	33-34	'07'	
Name Check	3	35-37	First 3 bytes employee last name	
Phone/Kiosk/Web Indicator	1	38	'P' – Phone 'K' – Kiosk 'W' – Web	
Kiosk Number	4	39-42		
Date of Action	8	43-50	MMDDYYYY Used to determine Int-Tspstatus T or N and for sort purposes	
Time of Action	6	51-56	Used for sort purposes	

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If Transaction Code = 0012 (Home Address Change)

FIELD NAME	LG TH	POS	Edits	NPPS Data Element
Street	35	57-91		Pay-S-Trans-1 Addr-Home-1 (ADDR)
Street2	35	92-126		Pay-S-Trans-1 Addr-Home-2 (ADDR)
Street3	25	127-151	Filler	
City Code	4	152-155	Filler	
City	23	156-178		Pay-S-Trans-1 Addr-Home-City (ADDR) 15 bytes
County Code	3	179-181	Filler	
State	2	182-183		Pay-S-Trans-1 Addr-Home-State (ADDR) 3 bytes
State Code	2	184-185	Filler	
Zip	11	186-196	'-' removed	Pay-S-Trans-1 Addr-Home-Zip (ADDR) 9 bytes
Filler	100	197-296	Filler	
Pay Period Date	8	297-304	MMDDYYYY	
Filler	160	305-464	Filler	
File-ID	6	465-470	'NAS000'	
Processing Identifier	10	471-480	Center ID	
Filler3	80	481-560	Filler	

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If Transaction Code = 0022 (Check Mail Address Change)

FIELD NAME	LG TH	POS	Edits	NPPS Data Element
Street	35	57-91		Pay-S-Trans-1 Addr-Chk-1 (ADDR)
Street2	35	92-126		Pay-S-Trans-1 Addr-Chk-2 (ADDR)
City Code	4	127-130	Filler	
City	16	131-146		Pay-S-Trans-1 Addr-Chk-City(ADDR) 15 bytes
State	2	147-148		Pay-S-Trans-1 Addr-Chk-State(ADDR) 3 bytes
State Code	2	149-150	Filler	
Zip	11	151-161	'-' removed	Pay-S-Trans-1 Addr-Chk-Zip(ADDR) 9 bytes
Filler	135	162-296	Filler	
Pay Period Date	8	297-304	MMDDYYYY	
Filler	160	305-464	Filler	
File-ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	80	481-560	Filler	

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If Transaction Code = 0032 (Federal Tax Change)

FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Marital Status	1	57	Required 'Z' = 'S' 'X' = exempt from fed taxes	Pay-S-Trans-1 Pay-Fedtx-Marital- Code(PAY)
Exemptions	2	58-59	Required	Pay-S-Trans-1 Pay-Fedtx-Ex(PAY)
Deduction Amount	6	60-65		Pay-S-Trans-1 Pay-Fedtx-Opt-Amt(PAY) 4 bytes
Filler	231	66-296	Filler	
Pay Period Date	8	297-304	MMDDYYYY	
Filler	160	305-464	Filler	
File-ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	80	481-560	Filler	

General Interface Requirements for Federal Tax

To handle records of employees who have filed exempt from Federal Tax through agency systems:

The master file extract record (generated by the agency system) for such an employee contains an 'X' in Marital Status, and zeroes in the Exemptions and Deduction Amounts fields. When the record is displayed/spoken in EE, the system tells the user that their current status is exempt from Federal Tax. The employee may change the exemption status by completing/changing any of the fields. The EE transaction file passes back to the agencies these changes along with whatever was in the extract record for those fields the employee does not change and the agency systems must assure any such data does not cause the action to reject in the agency system.

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If Transaction Code = 0042 (State Tax Change)

FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Residence State	2	57-58		Pay-S-Trans-1 Pay-State-Code(PAY)
Residence Code	2	59-60	Filler	
Marital Status	1	61	'Z' = 'S' 'X' = exempt from st taxes	Pay-S-Trans-1 Pay-Sttx-Marital-Code (PAY)
Exemptions	2	62-63		Pay-S-Trans-1 Pay-Sttx-Units(PAY) 3 bytes
Variance	5	64-68	Used for MS and CA	Pay-S-Trans-1 Pay-St-Alt-Amt(PAY) 8.2 bytes
Deduction Amount	6	69-74		Pay-S-Trans-1 Pay-St-Add-Wh(PAY) 8.2 bytes
Filler	222	75-296	Filler	
Pay Period Date	8	297-304	MMDDYYYY	
Filler	160	305-464	Filler	
File-ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	80	481-560	Filler	

General Interface Requirements for State Tax

To handle records of employees who have filed exempt from State Tax through agency systems:

The master file extract record (generated by the agency system) for such an employee contains an 'X' in Marital Status, and zeroes in the Exemption and Additional Withholding fields. When the record is displayed/spoken in EE, the system tells the user that their current status is Exempt from State Tax. The employee may change the exemption status by completing/changing any of the fields. The EE transaction file passes back to the agencies these changes along with whatever was in the extract record for those fields the employee does not change and the agency systems must assure any such data does not cause the action to reject in the agency system.

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When an agency has an employee withholding state tax for a state that is not participating in EE, the extract data must contain the State Residence Code of the state, but all other state tax fields should be null-filled.

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If Transaction Code = 0051 (Direct Deposit Start)
0052 (Direct Deposit Change)
0053 (Direct Deposit Stop)

FIELD NAME	LG TH	POS	Edits	NPPS Data Element
Bank Routing Code	9	57-65		Pay-S-Trans-1 Pay-Addr-Inst-Nbr (PAY)
Account Type	1	66		Pay-S-Trans-1 Pay-Addr-Acct-Type(PAY)
Account Number	17	67-83		Pay-S-Trans-1 Pay-Addr-Acct-Nbr(PAY)
Filler	213	84-296	Filler	
Pay Period Date	8	297-304	MMDDYYYY	
Filler	160	305-464	Filler	
File ID	6	465-470	'NAS000'	
Processing Identifier	10	471-480	Center ID	
Filler	80	481-560	Filler	

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If Transaction Code = 0061 (Start Financial Allotment)
 0062 (Change Financial Allotment)
 0063 (Stop Financial Allotment)

FIELD NAME	LGTH	POS	Edits	NPPS Data Element
Bank Routing Code	9	57-65		Pay-S-Trans-1 Pay-Vol-Allot-Inst(PAY) 12 bytes
Account Type	1	66		Pay-S-Trans-1 Pay-Vol-Allot-Type(1 or 2) (PAY)
Account Number	17	67-83		Pay-S-Trans-1 Pay-Vol-Allot-Acct-Nbr (1 or 2) (PAY)
Deduction Amount	7	84-90		Pay-S-Trans-1 Pay-Vol-Allot-Ded-Amt (1 or 2) (Pay) 5 bytes
Filler	206	91-296	Filler	
Pay Period Date	8	297-304	MMDDYYYY	
Filler	160	305-464	Filler	
File ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	80	481-560	Filler	

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If Transaction Code = 0072 (TSP Start/Change)

0073 (TSP Stop)

NOTE: The TSP Effective Date is used to process transactions.

FIELD NAME	LGTH	POS	Edits	NPPS Data Element
TSP Percent	2	57-58		Pay-S-Trans-1 Mer-Tsp-Erate(MER) 2.1 bytes
TSP Amount	4	59-62		Pay-S-Trans-1 Mer-Tsp-Eamt(MER)
Filler	9	63-71	Zeroes (prev TSP Fund dist)	
TSP Effective Date	8	72-79	MMDDYYYY	Pay-S-Trans-1 Mer-Tsp-Effdate(MER) YYYYMMDD
TSP New Eligibility Date	8	80-87	MMDDYYYY	Per-Tspeligdte(PER) YYYYMMDD
1% Allocation Effective Date	8	88-95	Filler	
Filler	238	96-296	Filler	
Pay Period Date		297-304	MMDDYYYY	
Filler	131	305-464	Filler	
File-ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	80	481-560	Filler	

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If Transaction Code = 0074 (TSP Catch-up Start/Change)
0075 (TSP Catch-up Stop)

NOTE: The TSP Effective Date is used to process transactions.

FIELD NAME	LGTH	POS	Edits	NPPS Data Element
TSP Percent	2	57-58		
TSP Amount	4	59-62		Pay-S-Trans-1 Mer-Tsp-CU-Eamt(MER)
Filler	9	63-71	Zeroes (prev TSP Fund dist)	
TSP Effective Date	8	72-79	MMDDYYYY	Pay-S-Trans-1 Mer-Tsp-Effdate(MER) YYYYMMDD
TSP New Eligibility Date	8	80-87	MMDDYYYY	
1% Allocation Effective Date	8	88-95	Filler	
Filler	238	96-296	Filler	
Pay Period Date		297-304	MMDDYYYY	
Filler	131	305-464	Filler	
File-ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	80	481-560	Filler	

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If Transaction Code = 0081 (FEHB Start)
 0082 (FEHB Change)
 0083 (FEHB Stop)

NOTE: The FEHB Effective Date is used to process transactions.

FIELD NAME	LGT H	POS	Edits	NPPS Data Element
FEHB Enrollment Code	3	57-59	Required 0083 = 'ZZY'	Int-Fehb (INT) Per-Fehb(PER) 5 bytes
FEHB Effective Date	8	60-67	Required MMDDYYYY	Int-Efdate(INT)
Filler	397	68-464	Filler	
File ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	80	481-560	Filler	

If Transaction Code = 0089 (FEHB Fed Tax exempt waiver flag)

FIELD NAME	LGT H	POS	Edits	NPPS Data Element
FEHB Pre-tax Flag	1	57	Required 'W' = waive pre-tax (sets NPPS field to "Y") 'P' = pre-tax (sets NPPS field to blank)	Empl-fehb-tax-ex-wvr-ind
Filler	407	58-464	Filler	
File-ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	586	481-1065	Filler	

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If Transaction Code = 0091 (Bond Start)
0092 (Bond Change)
0093 (Bond Stop)
0095 (Bond Stop All)

FIELD NAME	LGTH	POS	Edits	NPPS Data Elements
Bond Deduction Amount	9	57-65		Pay-S-Trans-1 Pay-Bond-Ded-Amt(PAY) 4.2 bytes
Bond Denomination	1	66	Codes converted from TBOND table	Pay-S-Trans-1 Bond-Denom(ADDR)
Bond Owner's SSN	9	67-75		Pay-S-Trans-1 Bond-Owner-SSN(ADDR)
Bond Mailing Street 1	33	109-141		Pay-S-Trans-1 Bond-Owner-Addr-1 (ADDR) 35 bytes
Bond Mailing Street 2	33	142-174		Pay-S-Trans-1 Bond-Owner-Addr-2 (ADDR) 35 bytes
Bond Mailing City	20	175-194		Pay-S-Trans-1 Bond-Owner-City(ADDR) 15 bytes
Bond Mailing State	2	195-196		Pay-S-Trans-1 Bond-Owner-St(ADDR) 3 bytes
Bond Mailing Zip	11	197-207	'-' removed 1-5 req	Pay-S-Trans-1 Bond-Owner-Zip(ADDR) 9 bytes
Co-Owner/Beneficiary Designator	1	208	'1' = 'OR' '2' = 'POD'	Pay-S-Trans-1 Bond-Coben-Code(ADDR) 1 byte
Co-Owner/Beneficiary Name	28	209-236		Pay-S-Trans-1 Bond-Coben-Name(ADDR) 27 bytes

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FIELD NAME	LGTH	POS	Edits	NPPS Data Elements
Bond ID	3	237-239	Bond number 1 through 10	Pay-S-Trans-1 Bond-Coben-Code(ADDR) 1 byte
Filler	57	240-296	Filler	
Pay Period Date	8	297-304	MMDDYYYY	
Filler	160	305-464	Filler	
File ID	6	465-470	'NAS000'	
Processing ID	10	471-480	Center ID	
Filler	80	481-560	Filler	

General Interface Requirements for Bond Transactions

Start: Employees will be allowed to add a new Savings Bond allotment if the action will not exceed the maximum of 10 bonds.

Change: Employees will be allowed to make changes to their deduction amount, bond series or denomination, owner's name, owner's SSN, street, city state, zip, co-owner/beneficiary's name, and the co-owner/beneficiary indicator.

Changes in bond series will result in two transactions, a stop followed by a start.

Changes in a bond's denomination will result in 2 transactions, a stop followed by a start combination.

Stop: Employees will be able to select the bond they wish to stop.

Stop All: Employees will be able to stop all bonds. One stop transaction will be generated for each bond the employee has.

Rotating owners and co-owner/beneficiaries (rotating bonds) will not be supported through Employee Express.

2.2.2 NASA (NPPS) Design Requirements

The EE facility sends a daily transaction file in the format specified above to NASA provides the capabilities specified in the following paragraphs.

2.2.2.1 NPPS Daily Update from Employee Express Transaction File

NASA CPO processes and posts transactions to the appropriate center NPPS suspense files (NPS2-PAY-SUSPENSE or NPS2-PER-SUSPENSE). Timing the maturing of the Personnel EE transactions is at the option of each NASA center. Payroll is at option of CPO. The processing requirements are as follows:

Receive the Daily Transaction File - This process looks for a current transaction file each day. When a current file is found (data set not empty), the hash counts are verified and an appropriate action is taken based on the results (unequal hash counts produce an error message).

Apply the Daily Transactions - This process converts the EE transactions to the appropriate NPPS suspense file format and posts the transactions to the corresponding NPPS suspense file. If the EE transaction file is empty, a message so stating is posted to the NPPS batch job log. The process does not process a transaction for which a matching active or terminating employee is not found on the NPPS master files. Refer to Appendix A, Reports, to view the EE Transactions Report received from OPM.

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2.3 NASA Transaction Edits/Employee Interface Requirements

The following edits and input field sizes are required for NASA EE transactions
(‘R’ = Required; ‘O’ = Optional):

ACTION: Home Address Changes for NASA (Input) (0012)

FIELD NAME	FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
Street	First line of the address	User	35	O	A/N	
Street2	Second line of the address	User	35	R	A/N	Valid entry in 1st position
City	City	User	15	R	A/N	
State	State	User	2	R	A	Valid Postal Abbreviation
Zip	Zip Code	User	9	R5, O4	A/N	Valid entry in first 5 positions; if valid entry in 6 position, then require 7-9

ACTION: Check Address for NASA (Input) (0022)

FIELD NAME	FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
Street	First line of the address	User	35	O	A/N	
Street2	Second line of the address	User	35	R	A/N	Valid entry in 1st position
City	City	User	15	R	A/N	
State	State	User/ Macon	2	R	A	Valid Postal Abbreviation
Zip	Zip Code	User	9	R5, O4	A/N	Valid entry in first 5 positions; if valid entry in 6, then require 7-9

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ACTION: Federal Tax for NASA (input) (0032)

FIELD NAME	FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
Marital Status	Denotes the marital status claimed or Exemption from Federal Taxes	User	1	R	A	M = Married S = Single X = Exempt from Federal Taxes
Exemptions	Number of exemptions claimed or 0	User	2	R	N	Values: 0-10 0 if 'X' for Marital Status
Deduction Amount	Amount of additional deductions to be withheld per pay period or 0	User	3	O	N	\$\$\$ 0 if 'X' for Marital Status

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ACTION: State Tax for NASA (input) (0042)

FIELD NAME	FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
Residence State	State where taxes are paid (NPPS fills first two positions with state code)	User	2	R	A/N	Valid Postal Abbreviation
Marital Status	Married or Single	User	1	R/O *	A/N	'M' or 'S' X = Exempt from State Tax
Exemptions	Number of exemptions claimed or 0	User	2	R/O *	N	0 - 10 0 if 'X' for Marital Status
Variance	Variable, depending on state (NPPS posts a minus sign in the first position if a negative deduction amount is contained in the employee record for CT state tax)	User	5			
Deduction Amount	Amount of additional deductions to be withheld per pay pd or 0	User	4.0 (signed)	O	N	\$\$\$\$ 0 if 'X' for Marital Status

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ACTION: Direct Deposit (Net Allotment) for NASA (input) (0051/0052/0053)*

FIELD NAME	FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
Bank Routing Code	Identifies bank for direct deposit	User	9	R	N	Table from Treasury
Account Type	Identifies type of account	User	1	R	A/N	C = Checking S = Savings
Account Number	Identifies employee bank account	User	17	R	A/N	Can include blanks and dashes

*A STOP EFT transaction (0053) is rejected by the NASA processing of daily EE transactions. It can then be reviewed manually.

ACTION: Financial Allotment for NASA (input) (0061/0062/0063)

FIELD NAME	FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
Bank Routing Code	Identifies bank for direct deposit	User	9	R	N	Table from Treasury
Account Type	Identifies type of account	User	1	R	A/N	C = Checking S = Savings
Account Number	Identifies employee bank account	User	17	R	A/N	Can include blanks and dashed
Deduction Amount	Amount to be deducted per pay period	User	5	R	N	\$\$\$\$\$

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ACTION: TSP Start, Change, Stop (input) (0072/0073)

FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
TSP Percent	User	2	O	N	Cannot be filled if Amount field is filled
TSP Amount	User	4	O	N	Cannot be filled if Percent field is filled

ACTION: FEHB Start, Change, Stop (input) (0081/0082/0083) *

FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
FEHB Enrollment Code	User	3	R	A/N	Must be a valid FEHB code
FEHB Effective Date	Macon	8	R	A	MMDDYYYY

*A STOP FEHB transaction (0083) will create a 'ZZY' FEHB Enrollment Code.

ACTION: FEHB Pre-tax Flag (0089)

FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
FEHB Pre-tax Flag	User	1	R	A/N	Must be "W" (waive pre-tax) or "P" (pre-tax)
FEHB Effective Date	Macon	8	R	A	MMDDYYYY

ACTION: Bond Start, Change, Stop, Stop All (input) (0091/0092/0093/0094)*

FIELD DESCRIPTION	INPUT	LGTH	R/O	A/N	EDITS
Bond Deduction Amount	User	9 (7.2)	R	N	Must be a valid FEHB code
Bond Denomination	User	1	R	A	MMDDYYYY
Bond Owner's SSN	User	9	R	A/N	
Bond Mailing Street1	User	33	O/R	A	

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Bond Mailing Street2	User	33	O/R	A	Valid entry in 1st position
Bond Mailing City	User	20	R	A	
Bond Mailing State	User	2	R	A	Valid Postal Abbreviation
Bond Mailing Zip	User	11	R	A/N	Valid entry in first 5 positions; if valid entry in 6 position, then require 7-9
Co-Owner/Beneficiary Designator	User	1	O	A	'1' = 'OR' '2' = 'POD'
Co-Owner/Beneficiary Name	User	28	O	A	
Bond ID	User	3	R	A/N	Number of bond 1 through 10

*A STOP ALL Bond transaction (0095) will create a stop transaction for each individual bond the employee has.

2.4 Reports

Refer to Appendix A, Reports for the Reports received in Employee Express.

2.5 NASA Tax Requirements

The table on the following pages has been extracted from an EE functional requirements specification. NASA state tax requirements have been inserted in the last column.

Legend:

Y = YES FIELD IS APPLICABLE TO STATE
N = NO FIELD IS NOT APPLICABLE TO STATE

Marital Status

M = MARRIED

S = SINGLE

H = HEAD OF HOUSEHOLD

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STATE	MARITAL STATUS	EXEMPTS	ADD'L W/H	OTHER (TO BE USED FOR UNIQUE STATE FILING REQUIREMENTS)	NASA RQMTS
AL - ALABAMA	M/S/H/0	Y	Y	0 = Dependent of another	M/ S/ H/ 0 0 = Marital status will remain in NPPS but a blank will be returned to EE
AK - ALASKA				NO STATE TAX	NOT IN NPPS
AZ - ARIZONA		N	N	10%, 18%, 21%, 23%, 29%, 34% OF FEDERAL	ANY % M/S
AR - ARKANSAS	M/S	Y	Y		NOT IN NPPS
CA - CALIFORNIA	M/S/H	Y	Y	00-10 ESTIMATED DEDUCTION ALLOWANCES BASED ON ITEMIZED DEDUCTIONS	0-99 ST EXMPTNS M/ S/ H
CO - COLORADO	M/S/H	N	Y		DO NOT REQUIRE = FED, MARITAL OR EXMTNS

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STATE	MARITAL STATUS	EXEMPTS	ADD'L W/H	OTHER (TO BE USED FOR UNIQUE STATE FILING REQUIREMENTS)	NASA RQMTS
CT - CONNECTICUT	N	N	Y	<p>A = SINGLE; MARRIED FILING SEPARATELY; MARRIED FILING JOINTLY WITH COMBINED INCOME LESS THAN \$100,500</p> <p>B = HEAD OF HOUSEHOLD</p> <p>C = MARRIED FILING JOINTLY & SPOUSE DOES NOT WORK</p> <p>D = MARRIED FILING JOINTLY & COMBINED INCOME IS MORE THAN \$100,500</p>	<p>Marital status must be blank</p> <p>Filing status must be A, B, C, or D</p> <p>ALLOW EXEMPT FROM STATE TAX</p>
DC - DIST OF COLUMBIA	M/S	Y	N	<p>Single (S) and Head of Household (H) marital status have no filing status</p> <p>Marital status of married (M) must have filing status of Jointly (J) or Separately (S)</p>	<p>Marital and Filing</p> <p>S and Blank</p> <p>H and Blank</p> <p>M and J</p> <p>M and S</p>
DE - DELAWARE	A/B/C/D	Y	Y		NOT IN NPPS
FL - FLORIDA	M/S/H/N			NO STATE TAX	NOT IN NPPS
GA - GEORGIA		Y	Y	NOT PARTICIPATING (Variance = N)	
HI - HAWAII	M/S/H	Y	Y	NOT PARTICIPATING	
ID - IDAHO	M/S	Y	Y		NOT IN NPPS
IL - ILLINOIS	M/S	Y	Y	NOT PARTICIPATING	Marital status must be blank
IN - INDIANA	NONE	Y	Y	NOT PARTICIPATING	Marital status must be blank

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STATE	MARITAL STATUS	EXEMPTS	ADD'L W/H	OTHER (TO BE USED FOR UNIQUE STATE FILING REQUIREMENTS)	NASA RQMTS
IA - IOWA	Y	Y	Y		NOT IN NPPS
KS - KANSAS	M/S				NOT IN NPPS
KY - KENTUCKY		Y	Y		NOT IN NPPS
LA - LOUISIANA	NONE	Y	Y	VARIANCE = Y	M/S (VARIANCE, # DEPENDENTS INCLUDED IN EXEMPTIONS)
MA - MASSACHUSETTS	NONE	Y	Y	NOT PARTICIPATING	Marital status must be blank
MD - MARYLAND	M/S	Y	Y	COUNTY	COUNTY W/H % IN ALTERNATE % (NO COUNTY CODE)
ME - MAINE	M/S/O	Y	Y		NOT IN NPPS
MI - MICHIGAN	NONE	Y	Y	NOT PARTICIPATING	Marital status must be blank
MN - MINNESOTA	NONE	Y	Y		NOT IN NPPS
MO - MISSOURI				NOT PARTICIPATING	
MS - MISSISSIPPI	M/S/J/H	Y	Y		M/ S/ H/ J
MT - MONTANA	M/S	Y	Y		NOT IN NPPS
NC - N. CAROLINA	M/S/H	Y	Y		M/ S/ H
ND - N. DAKOTA				SAME AS FEDERAL	NOT IN NPPS
NE - NEBRASKA				SAME AS FEDERAL	NOT IN NPPS

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STATE	MARITAL STATUS	EXEMPTS	ADD'L W/H	OTHER (TO BE USED FOR UNIQUE STATE FILING REQUIREMENTS)	NASA RQMTS
NH - NEW HAMPSHIRE				NO STATE TAX	NOT IN NPPS
NJ - NEW JERSEY	M/S/N/H/ T	Y	Y	NOT PARTICIPATING (A, B, C, D, E)	
NM - NEW MEXICO				SAME AS FEDERAL	ACCEPT STATE MARITAL (M/ S) AND EXEMPTIONS
NV - NEVADA				NO STATE TAX	NOT IN NPPS
NY - NEW YORK	M/S	Y	Y		M, S
OH - OHIO	NONE	Y	Y		Marital status must be blank
OK - OKLAHOMA				% OF GROSS	NOT IN NPPS
OR - OREGON	M/S/Z/H	Y	Y		
PA - PENNSYLVANIA				% OF GROSS (FIXED)	ACCEPT ADDITIONAL W/H
RI - RHODE ISLAND				% OF FEDERAL (FIXED)	NOT IN NPPS
SC - S. CAROLINA		Y	Y		NOT IN NPPS
SD - S. DAKOTA				NO STATE TAX	NOT IN NPPS
TN - TENNESSEE				NO STATE TAX	NOT IN NPPS
TX - TEXAS				NO STATE TAX	NOT IN NPPS

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STATE	MARITAL STATUS	EXEMPTS	ADD'L W/H	OTHER (TO BE USED FOR UNIQUE STATE FILING REQUIREMENTS)	NASA RQMTS
UT - UTAH				% OF FEDERAL	ACCEPT STATE EXEMPTIONS, MARITAL STATUS AND ADD W/H NOT SAME AS FED
VA - VIRGINIA	NONE	Y	Y		Marital status must be blank
VT - VERMONT				SAME AS FEDERAL	NOT IN NPPS
WA - WASHINGTON				NO STATE TAX	NOT IN NPPS
WI - WISCONSIN		Y	Y	NOT PARTICIPATING	
WV - W. VIRGINIA	NONE	Y	Y		
WY - WYOMING				NO STATE TAX	NOT IN NPPS

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2.6 Employee Express Earnings and Leave Statement General Information

A file separate from the Bi-Weekly Extract will be transmitted to OPM-Macon after each pay period processes containing the Earnings and Leave data for NASA and will be delivered to Macon at a predetermined schedule.

Employee Express will allow users to view their Earnings and Leave information for the current pay period and the two previous pay periods. Earnings and Leave information will be available on the Web and Phone systems only.

The Web site will display all of the Earnings and Leave information. The Phone system will speak only the following information:

1. **Gross Pay:** for the selected Pay Period and for the Year to Date
2. **Net Pay:** for the selected Pay Period and for the Year to Date
3. **Annual Leave:** Earned in the selected Pay Period, Used in the selected Pay Period, Balance for the Year to Date
4. **Comp Time:** Earned in the selected Pay Period, Used in the selected Pay Period, Balance for the Year to Date
5. **Sick Leave:** Earned in the selected Pay Period, Used in the selected Pay Period, Balance for the Year to Date

The phone system will direct the user to the Employee Express Web site for additional Earnings and Leave information.

The Employee Express Web site Earnings and Leave option will allow an employee to print their current and previous Earnings and Leave Statements. The ability to save the information to a local file from the Web site may be available in a later release. The phone system will not have a print option.

A standard Earnings and Leave format will be used for all agencies and a prototype of the Web and phone system will be developed and demonstrated.

Recalculations, corrections, and adjustments to an employee's Earnings and Leave statements will not be provided through Employee Express. The employee will be directed to their servicing payroll or personnel office for this information through an up front message on all systems.

The Earnings and Leave option will be for display purposes only, and will not require any transaction processing by participating agencies.

Statistical reports will count each time a user views or hears their earnings and leave information. If the user views/hears all three of their earnings and leave statements,

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three inquiries would be reported. The reports will also count each time an Earnings and Leave Statement is printed on the Web. This will be placed on the appropriate place on the statistical reports. There are no transactions to count for this option.

2.6.1 Fields Descriptions for Earnings and Leave Statement**General Comments:**

1. All Dates are in MMDDYYYY format.
2. All dollar amounts include cents. Employee Express will format 0004200 to display 42.00.
3. Dollar amounts and hours will be treated as numeric fields, which are to be right justified with leading zeroes.
4. All remaining fields will be treated as character fields, which are to be left justified with trailing spaces.
5. For Earnings and Deductions, when a code is passed to Employee Express, Employee Express will translate the code into the proper verbiage for the user.
6. For Federal Tax Marital Statuses, when M, S, or X is passed to Employee Express, Employee Express will display that code. If a Z is passed to Employee Express, an S will be displayed.
7. Employee Express will display all other fields, including State Tax Marital Statuses, as they are in the Earnings and Leave master file unless otherwise noted.

Standard Fields:

1. SSN: (Not displayed)
2. Agency Name
3. Employee Name
4. Pay Period Number
5. Pay Date
6. Pay Period Ending Date
7. Home Address fields: Street 1, Street 2, City, State, Zip Code, Country
8. Check Address fields: Street 1, Street 2, City, State, Zip Code, Country
9. Pay Plan
10. Pay Grade
11. Pay Step
12. Annual Salary
13. Hourly Rate
14. Gross Pay: Amount for the Pay Period, Amount for the Year to Date
15. Total Deductions: Amount for the Pay Period, Amount for the Year to Date
16. Net Pay: Amount for the Pay Period, Amount for the Year to Date

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Tax Status Fields:

1. Federal: Marital Status, Exemptions, Additional Deduction
 2. State 1: State Name, Marital Status, Exemptions, Additional Deduction
 3. State 2: State Name, Marital Status, Exemptions, Additional Deduction
 4. City 1: City Name, Marital Status, Exemptions, Additional Deduction
 5. City 2: City Name, Marital Status, Exemptions, Additional Deduction
- * Agencies will not send state or city variance information to OPM-Macon.

Leave Fields:

1. Annual Leave Category: 4, 6, or 8
2. Use or Lose Annual Leave Balance (Projected through the end of the leave year):
3. Annual:
4. Sick:
5. Comp. Time:
6. Time Off Awards: * for DOI this will be "Other:"
7. Credit Hours:
8. Military Leave:
9. Leave without Pay:

* Leave fields (3 – 9 above) will include the following:

- a) Beginning Balance (Time - including quarter hours)
- b) Earned in the Pay Period (Time - including quarter hours)
- c) Earned this Year to Date (Time - including quarter hours)
- d) Used in the Pay Period (Time - including quarter hours)
- e) Used this Year to Date (Time - including quarter hours)
- f) Ending Balance (Time - including quarter hours)
- g) Cash Value (Amount – including cents)
- h) Use by Date (MMDDYYYY)

Employee Express will show and speak fractional hours for leave, earnings and deductions. All agencies must include the fractional amount in the leave fields. Example: 25 hours would need to be 0002500 and 25 hours fifteen minutes would need to be 0002525.

The Web will show 25.25 Hours. The phone system will speak twenty-five hours for the first example above, and twenty-five point two five hours for the second example.

Negative values are possible for numeric fields and will be denoted by a “-” (minus sign) in the first position of a field. Example 1: For the seven-position field, Annual Leave Hours Beginning Balance, OPM-Macon receives ‘-000400’. The Employee

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Express Phone system will speak “Negative four hours” and the Web will show “– 4.00” when describing the Annual Leave Balance. Example 2: For the same seven-position field, OPM-Macon receives ‘0000400’. The Employee Express Phone system will speak “four hours” and the Web will show “4.00” when describing the Annual Leave Hours Beginning Balance.

Earnings - General Information:

Earnings would include items such as: Regular, overtime, awards, etc. (20 slots available). Each agency will use the following table to provide OPM-Macon with the code for each type of earning. See Appendix B, Earnings Table. OPM-Macon will provide the name of the Earnings Type to the employee. The codes are used to reduce the amount of data sent to OPM-Macon and will not be displayed to the employee. If the 20 slots do not provide enough room for an employee’s information, use the last slot for any remainder or overflow. The code and type for this overflow category is 999 – OTHER. Along with each code, the amount earned this pay period, and the amount earned this year to date will be provided. If an agency sends an invalid Earning Code, Employee Express will notify the agency by providing the invalid code and associated amount. Employee Express will speak/show “Misc.” when describing the invalid earning amount.

Deductions - General Information:

Deductions include items such as: Retirement, Federal Tax, State 1 Tax, State 2 Tax, City 1 Tax, City 2 Tax, FEGLI, FEHB, Social Security, Medicare, etc (20 slots available). Each agency will use the following table to provide OPM-Macon with the code for each type of deduction. See Appendix C, Deduction Table. OPM-Macon will provide the name of the Deduction Type to the employee. The codes are used to reduce the amount of data sent to OPM-Macon and will not be displayed to the employee. If the 20 slots do not provide enough room for an employee’s information, use the last slot for any remainder or overflow. The code and type for this overflow category is 999 - Other. Along with each code, the amount deducted this pay period, and the amount deducted this year to date will be provided.

If an agency sends an invalid Deduction Code, Employee Express will notify the agency by providing the invalid code and associated amount. Employee Express will speak/show “Misc.” when describing the invalid deduction amount.

For employees with tax withholdings for former cities or states, Employee Express will display the name of the city or state along with the deduction fields.

The general state or city information in the master file, such as state abbreviation, city name, marital status, must be associated with a specific deduction amounts in the deduction area of the file.

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Example: An employee has taxes withheld for 2 states, Georgia and Alabama.

State Tax 1 Name would contain a value of “GA”.

State Tax 2 Name would contain a value of “AL”.

To show the amounts deducted from the employee’s pay check for the State of Georgia, Master file field “Deduction Code 1” would contain 046 (State Tax 1). The amounts for the Georgia withholdings would be included in Deduction 1.

To show the amounts deducted from the employee’s pay check for the State of Alabama, Master file field “Deduction Code 2” would contain 047 (State Tax 2), and the amounts for the Alabama withholdings would be included in Deduction 2.

Fields:	Sample Values:
----------------	-----------------------

State Tax 1 State Abbreviation	GA
State Tax 1 Marital Status	A
State Tax 1 Exemptions	05
State Tax 1 Additional Deductions	000000
State Tax 2 State Abbreviation	AL
State Tax 2 Marital Status	M
State Tax 2 Exemptions	05
State Tax 2 Additional Deductions	002500

Tax 1)	Deduction 1 Code	046 (046 = Deduction Code for State
	Deduction 1 Amount this Pay Period	00002536
	Deduction 1 Amount YTD	00129355
State Tax 2)	Deduction 2 Code	047 (047 = Deduction Code for
	Deduction 2 Amount this Pay Period	00003925
	Deduction 2 Amount YTD	00159325

Summary: The general information sent to Employee Express for State Tax 1, such as “State Abbreviation”, “Marital Status”, etc. must have the associated payroll deduction amounts included for Deduction Code “046” (State Tax 1). Information for State Tax 2 must have the associated payroll deduction amounts included for Deduction Code “047” (State Tax 2). The same principle applies to City Tax 1 and City Tax 2. The general information sent to Employee Express for City Tax 1, such as “Name”, “Marital Status”, etc. must have the associated payroll deduction amounts included for Deduction Code “004” (City Tax 1). Information for City Tax 2 must have the associated payroll deduction amounts included for Deduction Code “005” (City Tax 2).

The following table provides the various City\State Tax display samples.

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**Deduction Code Deduction Type Associated Master file Field Sample
Display**

004	City Tax 1:	City Tax 1 Name	City Tax\Macon
005	City Tax 2:	City Tax 2 Name	City Tax\Washington
046	State Tax 1:	State Tax 1 State Abbreviation	State Tax\GA
047	State Tax 2:	State Tax 2 State Abbreviation	State Tax\TN

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2.6.2 Earnings and Leave Batch Header and Trailer information

One file will be sent for the entire agency with a composite header and trailer. OPM-Macon will verify the total hash and record counts of the file.

Batch Header Layout:

Field Name	Length	Position
Literal "EARNINGS AND LEAVE BATCH HEADER FOR:"	36	1-36
Filler	1	37
Routing Code	2	38-39
Filler	1	40
Literal "CREATE DATE:"	12	41-52
Filler	1	53
Date file is created MMDDYYYY	8	54-61
Filler	19	62-80

Sample Header Record:

EARNINGSbANDbLEAVEbBATCHbHEADERbFOR:b01bCREATEbDATE:b01292000

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Batch Trailer Layout:

Field Name	Length	Position
Literal "BATCH TRAILER FOR:"	18	1-18
Filler	1	19
Routing Code	2	20-21
Filler	1	22
Literal "RECORDS:"	8	23-30
Filler	1	31
Total Number of Employee's Records contained in all files	8	32-39
Filler	1	40
Literal "CARDS:"	6	41-46
Filler	1	47
Number of 80 byte Cards	8	48-55
Filler	1	56
Literal "HASH TOTAL:"	11	57-67
Filler	1	68
Hash Count	12	69-80

Sample Trailer Record:

BATCHbTRAILERbFOR:b01bRECORDS:b00012345bCARDS:b00098760bHASHbTOTAL:b023123123123

Hash Total for the Composite Batch Trailer: The sum of the value of all "Federal Exemptions" for all records in all individual files for this agency.

Definitions:

RECORDS: - The total number of Employees represented in the file

CARDS: - The total number of card images (80 byte records) if using RJE transmission

b denotes a space in the header or trailer record

Routing Code Values: NAS=07

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2.6.3 Earnings and Leave Master File Layout

Description	Macon Abbreviation	Position	Length
Employee's SSN	CSSN	1-9	9
Agency Name	CAGNM	10-59	50
Employee's Name	CEMPNA	60-100	41
Pay Period Number	CPPDNO	101-102	2
Pay Date MMDDYYYY	CPAYDT	103-110	8
Pay Period Ending Date MMDDYYYY	CPPENDDT	111-118	8
Home Address Street 1	CHMST1	119-153	35
Home Address Street 2	CHMST2	154-188	35
Home Address City	CHMCTNA	189-211	23
Home Address State Abbreviation	CHMSTABV	212-213	2
Home Address Zip Code	CHMZP	214-224	11
Home Address Country Name	CHMCTRY	225-244	20
Pay Check Mailing Address Street 1	CPCSTT1	245-279	35
Pay Check Mailing Address Street 2	CPCSTT2	280-314	35
Pay Check Mailing Address City Name	CPCCTNA	315-330	16
Pay Check Mailing Address State Abbreviation	CPCSTABV	331-332	2
Pay Check Mailing Address Zip Code	CPCZIP	333-343	11
Pay Check Mailing Address Country Name	CPCCTRY	344-363	20
Pay Plan	CPAYPLN	364-365	2
Pay Grade	CPAYGRD	366-367	2
Pay Step	CPAYSTP	368-369	2
Annual Salary	CANSAL	370-379	10
Hourly Rate	CHRLYRT	380-385	6
Federal Marital Status	CFDMS	386-386	1
Federal Exemptions	CFDEX	387-388	2
Federal Additional Deductions	CFDDED	389-394	6
State Tax 1 State Abbreviation	CST1ABV	395-396	2
State Tax 1 Marital Status	CST1MS	397-397	1
State Tax 1 Exemptions	CST1EX	398-399	2
State Tax 1 Additional Deductions	CST1DED	400-405	6
State Tax 2 State Abbreviation	CST2ABV	406-407	2
State Tax 2 Marital Status	CST2MS	408-408	1
State Tax 2 Exemptions	CST2EX	409-410	2
State Tax 2 Additional Deductions	CST2DED	411-416	6
City Tax 1 Name	CCT1NA	417-439	23
City Tax 1 Marital Status	CCT1MS	440-440	1
City Tax 1 Exemptions	CCT1EX	441-442	2
City Tax 1 Additional Deductions	CCT1DED	443-448	6
City Tax 2 Name	CCT2NA	449-471	23
City Tax 2 Marital Status	CCT2MS	472-472	1
City Tax 2 Exemptions	CCT2EX	473-474	2
City Tax 2 Additional Deductions	CCT2DED	475-480	6
Annual Leave Category	CANLVCAT	481-481	1
Use or Lose Annual Leave Balance	CUSELOSBAL	482-488	7
Annual Leave Hours Beginning Balance	CANLBEGBAL	489-495	7
Annual Leave Hours Earned for the Pay Period	CANLERNPPD	496-502	7
Annual Leave Hours Earned for the Year To Date	CANLERNYTD	503-509	7
Annual Leave Hours Used for the Pay Period	CANLUSEPPD	510-516	7
Annual Leave Hours Used for the Year To Date	CANLUSEYTD	517-523	7

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Annual Leave Hours Ending Balance	CANLEND BAL	524-530	7
Annual Leave Hours Cash Value	CANLC SH VAL	531-540	10
Annual Leave Use by Date	CANLU SEDT	541-548	8
Sick Leave Hours Beginning Balance	CSKLBEG BAL	549-555	7
Sick Leave Hours Earned for the Pay Period	CSKLERN PPD	556-562	7
Sick Leave Hours Earned for the Year To Date	CSKLERN YTD	563-569	7
Sick Leave Hours Used for the Pay Period	CSKLU SE PPD	570-576	7
Sick Leave Hours Used for the Year To Date	CSKLU SE YTD	577-583	7
Sick Leave Hours Ending Balance	CSKLEND BAL	584-590	7
Sick Leave Hours Cash Value	CSKLC SH VAL	591-600	10
Sick Leave Use by Date	CSKLU SEDT	601-608	8
Comp Time Hours Beginning Balance	CCMPBEG BAL	609-615	7
Comp Time Hours Earned for the Pay Period	CCMPERN PPD	616-622	7
Comp Time Hours Earned for the Year To Date	CCMPERN YTD	623-629	7
Comp Time Hours Used for the Pay Period	CCMPU SE PPD	630-636	7
Comp Time Hours Used for the Year To Date	CCMPU SE YTD	637-643	7
Comp Time Hours Ending Balance	CCMPEND BAL	644-650	7
Comp Time Hours Cash Value	CCMPC SH VAL	651-660	10
Comp Time Use by Date	CCMPU SEDT	661-668	8
Time Off Award Hours Beginning Balance	CTMOBEG BAL	669-675	7
Time Off Award Hours Earned for the Pay Period	CTMOERN PPD	676-682	7
Time Off Award Hours Earned for the Year To Date	CTMOERN YTD	683-689	7
Time Off Award Hours Used for the Pay Period	CTMOU SE PPD	690-696	7
Time Off Award Hours Used for the Year To Date	CTMOU SE YTD	697-703	7
Time Off Award Hours Ending Balance	CTMOEND BAL	704-710	7
Time Off Award Hours Cash Value	CTMOC SH VAL	711-720	10
Time Off Award Use by Date	CTMOU SEDT	721-728	8
Credit Hours Beginning Balance	CCRTBEG BAL	729-735	7
Credit Hours Earned for the Pay Period	CCRTERN PPD	736-742	7
Credit Hours Earned for the Year To Date	CCRTERN YTD	743-749	7
Credit Hours Used for the Pay Period	CCRTU SE PPD	750-756	7
Credit Hours Used for the Year To Date	CCRTU SE YTD	757-763	7
Credit Hours Ending Balance	CCRTEND BAL	764-770	7
Credit Hours Cash Value	CCRTC SH VAL	771-780	10
Credit Hours Use by Date	CCRTU SEDT	781-788	8
Military Leave Hours Beginning Balance	CMILBEG BAL	789-795	7
Military Leave Hours Earned for the Pay Period	CMILERN PPD	796-802	7
Military Leave Hours Earned for the Year To Date	CMILERN YTD	803-809	7
Military Leave Hours Used for the Pay Period	CMILU SE PPD	810-816	7
Military Leave Hours Used for the Year To Date	CMILU SE YTD	817-823	7
Military Leave Hours Ending Balance	CMILEND BAL	824-830	7
Military Leave Hours Cash Value	CMILC SH VAL	831-840	10
Military Leave Hours Use by Date	CMILU SEDT	841-848	8
LWOP Hours Beginning Balance	CLWOBEG BAL	849-855	7
LWOP Hours Earned for the Pay Period	CLWOERN PPD	856-862	7
LWOP Hours Earned for the Year To Date	CLWOERN YTD	863-869	7
LWOP Hours Used for the Pay Period	CLWOU SE PPD	870-876	7

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LWOP Hours Used for the Year To Date	CLWOUSEYTD	877-883	7
LWOP Hours Ending Balance	CLWOENDBAL	884-890	7
LWOP Hours Cash Value	CLWOCSHVAL	891-900	10
LWOP Hours Use by Date	CLWOUSED	901-908	8
Earnings 1 Code	CERNCD1	909-911	3
Earnings 1 Hours this Pay Period	CERNHRS1	912-918	7
Earnings 1 Amount this Pay Period	CERNPPD1	919-926	8
Earnings 1 Amount YTD	CERNYTD1	927-934	8
Earnings 2 Code	CERNCD2	935-937	3
Earnings 2 Hours this Pay Period	CERNHRS2	938-944	7
Earnings 2 Amount this Pay Period	CERNPPD2	945-952	8
Earnings 2 Amount YTD	CERNYTD2	953-960	8
Earnings 3 Code	CERNCD3	961-963	3
Earnings 3 Hours this Pay Period	CERNHRS3	964-970	7
Earnings 3 Amount this Pay Period	CERNPPD3	971-978	8
Earnings 3 Amount YTD	CERNYTD3	979-986	8
Earnings 4 Code	CERNCD4	987-989	3
Earnings 4 Hours this Pay Period	CERNHRS4	990-996	7
Earnings 4 Amount this Pay Period	CERNPPD4	997-1004	8
Earnings 4 Amount YTD	CERNYTD4	1005-1012	8
Earnings 5 Code	CERNCD5	1013-1015	3
Earnings 5 Hours this Pay Period	CERNHRS5	1016-1022	7
Earnings 5 Amount this Pay Period	CERNPPD5	1023-1030	8
Earnings 5 Amount YTD	CERNYTD5	1031-1038	8
Earnings 6 Code	CERNCD6	1039-1041	3
Earnings 6 Hours this Pay Period	CERNHRS6	1042-1048	7
Earnings 6 Amount this Pay Period	CERNPPD6	1049-1056	8
Earnings 6 Amount YTD	CERNYTD6	1057-1064	8
Earnings 7 Code	CERNCD7	1065-1067	3
Earnings 7 Hours this Pay Period	CERNHRS7	1068-1074	7
Earnings 7 this Pay Period	CERNPPD7	1075-1082	8
Earnings 7 Amount YTD	CERNYTD7	1083-1090	8
Earnings 8 Code	CERNCD8	1091-1093	3
Earnings 8 Hours this Pay Period	CERNHRS8	1094-1100	7
Earnings 8 Amount this Pay Period	CERNPPD8	1101-1108	8
Earnings 8 Amount YTD	CERNYTD8	1109-1116	8
Earnings 9 Code	CERNCD9	1117-1119	3
Earnings 9 Hours this Pay Period	CERNHRS9	1120-1126	7
Earnings 9 Amount this Pay Period	CERNPPD9	1127-1134	8
Earnings 9 Amount YTD	CERNYTD9	1135-1142	8
Earnings 10 Code	CERNCD10	1143-1145	3
Earnings 10 Hours this Pay Period	CERNHRS10	1146-1152	7
Earnings 10 Amount this Pay Period	CERNPPD10	1153-1160	8
Earnings 10 Amount YTD	CERNYTD10	1161-1168	8
Earnings 11 Code	CERNCD11	1169-1171	3
Earnings 11 Hours this Pay Period	CERNHRS11	1172-1178	7
Earnings 11 Amount this Pay Period	CERNPPD11	1179-1186	8
Earnings 11 Amount YTD	CERNYTD11	1187-1194	8
Earnings 12 Code	CERNCD12	1195-1197	3
Earnings 12 Hours this Pay Period	CERNHRS12	1198-1204	7
Earnings 12 Amount this Pay Period	CERNPPD12	1205-1212	8
Earnings 12 Amount YTD	CERNYTD12	1213-1220	8

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Earnings 13 Code	CERNCD13	1221-1223	3
Earnings 13 Hours this Pay Period	CERNHRS13	1224-1230	7
Earnings 13 Amount this Pay Period	CERNPPD13	1231-1238	8
Earnings 13 Amount YTD	CERNYTD13	1239-1246	8
Earnings 14 Code	CERNCD14	1247-1249	3
Earnings 14 Hours this Pay Period	CERNHRS14	1250-1256	7
Earnings 14 Amount this Pay Period	CERNPPD14	1257-1264	8
Earnings 14 Amount YTD	CERNYTD14	1265-1272	8
Earnings 15 Code	CERNCD15	1273-1275	3
Earnings 15 Hours this Pay Period	CERNHRS15	1276-1282	7
Earnings 15 Amount this Pay Period	CERNPPD15	1283-1290	8
Earnings 15 Amount YTD	CERNYTD15	1291-1298	8
Earnings 16 Code	CERNCD16	1299-1301	3
Earnings 16 Hours this Pay Period	CERNHRS16	1302-1308	7
Earnings 16 Amount this Pay Period	CERNPPD16	1309-1316	8
Earnings 16 Amount YTD	CERNYTD16	1317-1324	8
Earnings 17 Code	CERNCD17	1325-1327	3
Earnings 17 Hours this Pay Period	CERNHRS17	1328-1334	7
Earnings 17 Amount this Pay Period	CERNPPD17	1335-1342	8
Earnings 17 Amount YTD	CERNYTD17	1343-1350	8
Earnings 18 Code	CERNCD18	1351-1353	3
Earnings 18 Hours this Pay Period	CERNHRS18	1354-1360	7
Earnings 18 Amount this Pay Period	CERNPPD18	1361-1368	8
Earnings 18 Amount YTD	CERNYTD18	1369-1376	8
Earnings 19 Code	CERNCD19	1377-1379	3
Earnings 19 Hours this Pay Period	CERNHRS19	1380-1386	7
Earnings 19 Amount this Pay Period	CERNPPD19	1387-1394	8
Earnings 19 Amount YTD	CERNYTD19	1395-1402	8
Earnings 20 Code	CERNCD20	1403-1405	3
Earnings 20 Hours this Pay Period	CERNHRS20	1406-1412	7
Earnings 20 Amount this Pay Period	CERNPPD20	1413-1420	8
Earnings 20 Amount YTD	CERNYTD20	1421-1428	8
Gross Pay Amount this Pay Period (Total Earnings)	CGRSSPPD	1429-1438	10
Gross Pay Amount YTD (Total Earnings)	CGRSSYDT	1439-1448	10
Deduction 1 Code	CDEDCD1	1449-1451	3
Deduction 1 Amount this Pay Period	CDEPPD1	1452-1459	8
Deduction 1 Amount YTD	CDEYTD1	1460-1467	8
Deduction 2 Code	CDEDCD2	1468-1470	3
Deduction 2 Amount this Pay Period	CDEPPD2	1471-1478	8
Deduction 2 Amount YTD	CDEYTD2	1479-1486	8
Deduction 3 Code	CDEDCD3	1487-1489	3
Deduction 3 Amount this Pay Period	CDEPPD3	1490-1497	8
Deduction 3 Amount YTD	CDEYTD3	1498-1505	8
Deduction 4 Code	CDEDCD4	1506-1508	3
Deduction 4 Amount this Pay Period	CDEPPD4	1509-1516	8
Deduction 4 Amount YTD	CDEYTD4	1517-1524	8
Deduction 5 Code	CDEDCD5	1525-1527	3
Deduction 5 Amount this Pay Period	CDEPPD5	1528-1535	8
Deduction 5 Amount YTD	CDEYTD5	1536-1543	8
Deduction 6 Code	CDEDCD6	1544-1546	3
Deduction 6 Amount this Pay Period	CDEPPD6	1547-1554	8
Deduction 6 Amount YTD	CDEYTD6	1555-1562	8

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Deduction 7 Code	CDEDCD7	1563-1565	3
Deduction 7 Amount this Pay Period	CDEPPD7	1566-1573	8
Deduction 7 Amount YTD	CDEYTD7	1574-1581	8
Deduction 8 Code	CDEDCD8	1582-1584	3
Deduction 8 Amount this Pay Period	CDEPPD8	1585-1592	8
Deduction 8 Amount YTD	CDEYTD8	1593-1600	8
Deduction 9 Code	CDEDCD9	1601-1603	3
Deduction 9 Amount this Pay Period	CDEPPD9	1604-1611	8
Deduction 9 Amount YTD	CDEYTD9	1612-1619	8
Deduction 10 Code	CDEDCD10	1620-1622	3
Deduction 10 Amount this Pay Period	CDEPPD10	1623-1630	8
Deduction 10 Amount YTD	CDEYTD10	1631-1638	8
Deduction 11 Code	CDEDCD11	1639-1641	3
Deduction 11 Amount this Pay Period	CDEPPD11	1642-1649	8
Deduction 11 Amount YTD	CDEYTD11	1650-1657	8
Deduction 12 Code	CDEDCD12	1658-1660	3
Deduction 12 Amount this Pay Period	CDEPPD12	1661-1668	8
Deduction 12 Amount YTD	CDEYTD12	1669-1676	8
Deduction 13 Code	CDEDCD13	1677-1679	3
Deduction 13 Amount this Pay Period	CDEPPD13	1680-1687	8
Deduction 13 Amount YTD	CDEYTD13	1688-1695	8
Deduction 14 Code	CDEDCD14	1696-1698	3
Deduction 14 Amount this Pay Period	CDEPPD14	1699-1706	8
Deduction 14 Amount YTD	CDEYTD14	1707-1714	8
Deduction 15 Code	CDEDCD15	1715-1717	3
Deduction 15 Amount this Pay Period	CDEPPD15	1718-1725	8
Deduction 15 Amount YTD	CDEYTD15	1726-1733	8
Deduction 16 Code	CDEDCD16	1734-1736	3
Deduction 16 Amount this Pay Period	CDEPPD16	1737-1744	8
Deduction 16 Amount YTD	CDEYTD16	1745-1752	8
Deduction 17 Code	CDEDCD17	1753-1755	3
Deduction 17 Amount this Pay Period	CDEPPD17	1756-1763	8
Deduction 17 Amount YTD	CDEYTD17	1764-1771	8
Deduction 18 Code	CDEDCD18	1772-1774	3
Deduction 18 Amount this Pay Period	CDEPPD18	1775-1782	8
Deduction 18 Amount YTD	CDEYTD18	1783-1790	8
Deduction 19 Code	CDEDCD19	1791-1793	3
Deduction 19 Amount this Pay Period	CDEPPD19	1794-1801	8
Deduction 19 Amount YTD	CDEYTD19	1802-1809	8
Deduction 20 Code	CDEDCD20	1810-1812	3
Deduction 20 Amount this Pay Period	CDEPPD20	1813-1820	8
Deduction 20 Amount YTD	CDEYTD20	1821-1828	8
Total Deduction Amount this Pay Period	CDEPPDT	1829-1838	10
Total Deduction Amount YTD	CDEYTDT	1839-1848	10
Net Pay Amount this Pay Period	CNETPYPPD	1849-1858	10
Net Pay Amount YTD	CNETPYTDT	1859-1868	10
Remarks 1	CREMARK1	1869-1978	110
Remarks 2	CREMARK2	1979-2088	110
Remarks 3	CREMARK3	2089-2198	110
Remarks 4	CREMARK4	2199-2308	110
Remarks 5	CREMARK5	2309-2418	110
Remarks 6	CREMARK6	2419-2528	110

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Remarks 7	CREMARK7	2529-2638	110
Remarks 8	CREMARK8	2639-2748	110
Remarks 9	CREMARK9	2749-2858	110
Remarks 10	CREMARK10	2859-2968	110

APPENDIX A REPORTS

NASA – NPPS
EMPLOYEE EXPRESS INTERFACE CONTROL DOCUMENT

Release 8.9.1-2 0810/03

1.0 Transaction report layout of transactions received from OPM.

EEB001 EMPLOYEE EXPRESS TRANSACTION REPORT

PURPOSE: To provide a transaction report of transactions coming from OPM.

CONTENT: Transaction report of all transactions from OPM.

SEQUENCE: By Social Security Number

EEB001	<div style="margin-bottom: 10px;">SUBJECT TO PRIVACY ACT OF 1974</div> <div style="margin-bottom: 10px;">NASA PERSONNEL AND PAYROLL SYSTEM</div> <div style="margin-bottom: 10px;">INSTALLATION NAME</div> <div>EMPLOYEE EXPRESS TRANSACTION REPORT</div>	<div style="margin-bottom: 10px;">PAGE :</div> <div style="margin-bottom: 10px;">DATE :</div> <div>TIME :</div>
TRANS SSN	EFFDATE AGENCY RT NCHK PK KIOSK	DATE TIME
AAAA BBBB BBBB	CCCCC DDDD EE FFF G HHHH	IIIIII JJJJJJ
KKKKKKK		
LLLLLLL		
MMMMM		

- A. Transaction code
- B. Social Security Number
- C. Effective Date
- D. Agency ID
- E. Routing Code
- F. Name Check
- G. Phone/Kiosk Indicator
- H. Kiosk Number
- I. Date of Action
- J. Time of Action
- K. Vary depending on OPM transaction code
- L. Vary depending on OPM transaction code
- M. Vary depending on OPM transaction code

**APPENDIX B
EARNINGS TABLE**

NASA – NPPS
EMPLOYEE EXPRESS INTERFACE CONTROL DOCUMENT

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Earnings Table

CODE	EARNINGS TYPE
101	99 CONTROLLER INCENTIVE PAY
102	99 CONTROLLER INCENTIVE PAY-ADJUSTMENT
002	ACT PAY DIF
400	ADMINISTRATIVE LEAVE-BLOOD DONATION-USED
401	ADMINISTRATIVE LEAVE-COURT-USED
402	ADMINISTRATIVE LEAVE-OTHER-USED
403	ADMINISTRATIVE LEAVE-UNION/LABOR RELATIONS-USED
404	ADMINISTRATIVE LEAVE-WEATHER-USED
405	ADMINISTRATIVE SICK LEAVE-USED
003	ADMINISTRATIVELY UNCONTROLLABLE OVERTIME
407	ADMINISTRATIVELY UNCONTROLLABLE OVERTIME LUMP SUM PAY
103	ADMINISTRATIVELY UNCONTROLLABLE OVERTIME-ADJ
408	ADVANCE ANNUAL LEAVE USED-EMPL ON LEAVE SHARE
004	ADVANCE HEALTH PREMIUMS
005	ADVANCE PAY
410	ADVANCED SICK LEAVE USED-EMPL ON LEAVE SHARE
411	ANNUAL IN LIEU OF FAMILY-ADOPT-USED
412	ANNUAL IN LIEU OF FAMILY-BIRTH-USED
413	ANNUAL IN LIEU OF FAMILY-FAMILY ILLNESS-USED
414	ANNUAL IN LIEU OF FAMILY-MEDICAL SELF-USED
415	ANNUAL IN LIEU OF FECA-USED
416	ANNUAL IN LIEU OF SICK-USED
417	ANNUAL LEAVE
418	ANNUAL LEAVE-LUMP SUM PAY
419	AVAILABILITY PAY
006	AVAILABILITY PAY
103	AUO OR AVAILABILITY PAY - ADJ
104	AVAILABILITY PAY-ADJUSTMENT
105	AWARD-ADJUSTMENT
106	BACK FILL OVERTIME
107	BACK FILL OVERTIME-ADJUSTMENT
108	BACKPAY INTEREST
109	BACKPAY INTEREST-ADJUSTMENT
420	BIA DIRECTOR=S STAFF DIFFERENTIAL
421	BIA STIPEND
422	BONE MARROW/ORGAN DONATION-USED
007	CASH AWARD - REGULAR
008	COLLECTION OF RETIREMENT AND INSURANCE (OVERSEAS - WORLD HEALTH ORGANIZATION EMPLOYEES)
176	COMP TIME PAID AT TOT RATE-ADJUSTMENT
423	COMPENSATORY TIME EARNED-CALLBACK NOT WORKED
424	COMPENSATORY TIME EARNED-CALLBACK WORKED
110	COMPENSATORY TIME PAID AT NORMAL RATE
175	COMPENSATORY TIME PAID AT TOT RATE
111	COMPENSATORY TIME PAID-ADJUSTMENT
425	COMPENSATORY TIME-LUMP SUM PAY
426	COMPENSATORY TIME-PAID
427	COMPENSATORY TIME-USED

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CODE	EARNINGS TYPE
181	COMP PAYOFF
112	CONTROLLER IN CHARGE
113	CONTROLLER IN CHARGE-ADJUSTMENT
114	CONTROLLER INCENTIVE PAY
115	CONTROLLER INCENTIVE PAY-ADJUSTMENT
306	COST OF LIVING ALLOWANCE (COLA)
182	COST OF LIVING VI
116	CREDIT HOURS PAID
117	CREDIT HOURS PAID-ADJUSTMENT
428	CREDIT HOURS-LUMP SUM PAY
429	CREDIT HOURS-PAID
430	CREDIT HOURS-USED
177	CSRS ANNUITY
118	CSRS ANNUITY-ADJUSTMENT
009	DANGER PAY
431	DC NATIONAL GUARD MILITARY LEAVE-USED
432	DELINQUENT TRAVEL ADVANCE-TAXABLE
010	DISTINGUISHED EX AWD
433	DISTINGUISHED SERVICE AWARD
434	DIVERSITY AWARD
011	DOG ALLOWANCE (PARK POLICE)
012	EARNED INCOME CREDIT (EIC)
119	EARNED INCOME CREDIT-ADJUSTMENT
435	ELECTRICITY ALLOWANCE-NONTAXABLE
436	ELECTRICITY ALLOWANCE-TAXABLE
013	ENVIRONMENTAL DIFFERENTIAL
120	ENVIRONMENTAL DIFFERENTIAL-ADJUSTMENT
437	ENVIRONMENTAL/HAZARD DIFFERENTIAL
438	ENVIRONMENTAL/HAZARD DIFFERENTIAL-HOLIDAY NOT WORKED
439	ENVIRONMENTAL/HAZARD DIFFERENTIAL-HOLIDAY-WORKED
440	ENVIRONMENTAL/HAZARD DIFFERENTIAL-NOT WORKED
441	ENVIRONMENTAL/HAZARD DIFFERENTIAL-OVERTIME
442	ENVIRONMENTAL/HAZARD DIFFERENTIAL-OVERTIME-NOT WORKED
443	ENVIRONMENTAL/HAZARD DIFFERENTIAL-SUNDAY OVERTIME-NOT WORKED
444	ENVIRONMENTAL/HAZARD DIFFERENTIAL-SUNDAY OVERTIME-WORKED
445	ENVIRONMENTAL/HAZARD DIFFERENTIAL-SUNDAY PREMIUM-NOT WORKED
446	ENVIRONMENTAL/HAZARD DIFFERENTIAL-SUNDAY PREMIUM-WORKED
121	EQUALIZATION OR INTERCESSIONAL PAY
122	EQUALIZATION OR INTERCESSIONAL PAY-ADJUSTMEN
447	EXEMPLARY ACT AWARD
123	FAIR LABOR STANDARDS ACT-OVERTIME
124	FAIR LABOR STANDARDS ACT-OVERTIME-ADJUSTMENT
448	FAMILY FRIENDLY LEAVE-FAMILY ILLNESS-USED
449	FAMILY FRIENDLY LEAVE-FUNERAL-USED
450	FAMILY FRIENDLY LEAVE-USED
451	FAMILY LEAVE-ADOPT-USED
452	FAMILY LEAVE-BIRTH-USED
453	FAMILY LEAVE-FAMILY ILLNESS-USED
454	FAMILY LEAVE-MEDICAL SELF-USED
455	FAMILY LEAVE-USED
308	FARE SUBSIDY

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CODE	EARNINGS TYPE
457	FECA/COP LIGHT DUTY PAID (10 TH OCCURRENCE)
458	FECA/COP LIGHT DUTY PAID (11 TH OCCURRENCE)
459	FECA/COP LIGHT DUTY PAID (4TH OCCURRENCE)
460	FECA/COP LIGHT DUTY PAID (5TH OCCURRENCE)
461	FECA/COP LIGHT DUTY PAID (6TH OCCURRENCE)
462	FECA/COP LIGHT DUTY PAID (7TH OCCURRENCE)
463	FECA/COP LIGHT DUTY PAID (8TH OCCURRENCE)
464	FECA/COP LIGHT DUTY PAID (9TH OCCURRENCE)
465	FECA/COP LIGHT DUTY-PAID (1ST OCCURRENCE)
466	FECA/COP LIGHT DUTY-PAID (2ND OCCURRENCE)
467	FECA/COP LIGHT DUTY-PAID (3RD OCCURRENCE)
468	FECA/COP PAID (5TH OCCURRENCE)
469	FECA/COP UNPAID (6TH OCCURRENCE)
470	FECA/COP-PAID (10TH OCCURRENCE)
471	FECA/COP-PAID (11TH OCCURRENCE)
472	FECA/COP-PAID (1ST OCCURRENCE)
473	FECA/COP-PAID (2ND OCCURRENCE)
474	FECA/COP-PAID (3RD OCCURRENCE)
475	FECA/COP-PAID (4TH OCCURRENCE)
476	FECA/COP-PAID (7TH OCCURRENCE)
477	FECA/COP-PAID (8TH OCCURRENCE)
478	FECA/COP-PAID (9TH OCCURRENCE)
456	FECA-OWCP (1ST OCCURRENCE)
125	FERS ANNUITY
126	FERS ANNUITY-ADJUSTMENT
479	FLSA PREMIUM
480	FLSA PREMIUM DIFFERENTIAL
481	FLSA UNCONTROLLABLE OVERTIME
482	FOREIGN DANGER PAY ALLOWANCE
017	FOREIGN DIFFERENTIAL
020	FOREIGN EDUCATION ALL
483	FOREIGN EDUCATION ALLOWANCE
484	FOREIGN EDUCATION TRAVEL ALLOWANCE
485	FOREIGN LANGUAGE AWARD
486	FOREIGN LIVING QUARTERS ALLOWANCE-NONTAXABLE
487	FOREIGN LIVING QUARTERS ALLOWANCE-TAXABLE
018	FOREIGN POST
127	FOREIGN POST ALLOWANCE-ADJUSTMENT
488	FOREIGN POST ALLOWANCE-NOT WORKED
489	FOREIGN POST ALLOWANCE-WORKED
128	FOREIGN POST DIFFERENTIAL-ADJUSTMENT
490	FOREIGN POST DIFFERENTIAL-NOT WORKED
019	FOREIGN QTRS
129	FOREIGN QUARTERS-ADJUSTMENT
016	FOREIGN SEP ALL
491	FOREIGN SEPARATE MAINTENANCE ALLOWANCE
492	FOREIGN SUPPLEMENTAL POST ALLOWANCE
015	FOREIGN TEMPORARY LODGING
493	FOREIGN TEMPORARY LODGING ALLOWANCE
494	FOREIGN TRANSFER ALLOWANCE
014	FOREIGN TRANSPORTATION

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CODE	EARNINGS TYPE
495	FORIEN POST DIFFERENTIAL-WORKED
496	FRINGE BENEFIT
497	GAINSHARING AWARD
183	GROSS VI
184	GROSS PCS NON-TAXABLE
185	GROSS PCS TAXABLE
186	ADMIN UNCONTROLLABLE OT OR AVAILABILITY PAY
187	COMPENSATED TELEPHONE AVAILABILITY PAY
188	SHORT TERM INCENTIVE PAY
189	COMPENSATED TELEPHONE AVAILABILITY PAY - ADJ
190	SHORT TERM INCENTIVE PAY - ADJ
498	HALF TIME PREMIUM FOR EXEMPT FIREFIGHTERS WITH PREMIUM CLASS 23
021	HAZARDOUS DUTY
130	HAZARDOUS DUTY PAY-ADJUSTMENT
022	HOLIDAY
131	HOLIDAY PAY-ADJUSTMENT
499	HOLIDAY-CALLBACK
500	HOLIDAY-CALLBACK NOT WORKED
501	HOLIDAY-NOT WORKED
502	HOLIDAY-WORKED
503	HOME LEAVE-USED
023	HORSE ALLOWANCE (PARK POLICE)
307	HOUSING ALLOWANCE
504	INTEREST FEE PAID BY THE GOVT TO AN EMPL FOR BACKPAY
132	INTERIM INCENTIVE PAY
133	INTERIM INCENTIVE PAY-ADJUSTMENT
505	INVENTION AWARD
024	IPA SUPPLEMENTAL PAY
506	LAW ENFORCEMENT MILITARY LEAVE-USED
507	LEAVE SHARE IN LIEU OF FAMILY-BIRTH-USED
508	LEAVE SHARE IN LIEU OF FAMILY-FAMILY ILLNESS-USED
509	LEAVE SHARE IN LIEU OF FAMILY-MEDICAL SELF-USED
510	LEAVE SHARE-USED-FAMILY
511	LEAVE SHARE-USED-MEDICAL
512	LIMITED PAYABILITY CHECK
513	LONGEVITY PAY
025	LUMP SUM ANNUAL LEAVE
134	LUMP SUM ANNUAL LEAVE-ADJUSTMENT
135	LUMP SUM SICK LEAVE
136	LUMP SUM SICK LEAVE-ADJUSTMENT
026	MASS TRANSIT SUBSIDY
514	MEAL ALLOWANCE-NONTAXABLE
515	MEAL ALLOWANCE-TAXABLE
027	MERIT EX
516	MERITORIOUS SERVICE AWARD
137	MILITARY ANNUITY
138	MILITARY ANNUITY-ADJUSTMENT
517	MOVING ALLOWANCE-NONTAXABLE
518	MOVING ALLOWANCE-TAXABLE
029	MOVING EXPENSE - MISC
030	MOVING EXPENSE -REAL ESTATE

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CODE	EARNINGS TYPE
028	MOVING EXPENSE-TEMPORARY QUARTERS
031	NIGHT DIFFERENTIAL
139	NIGHT DIFFERENTIAL-ADJUSTMENT
520	NIGHT DIFFERENTIAL-NOT WORKED
032	NON TAXABLE TRAVEL
034	NONFOR COLA
033	NON-FOR DIFFERENTIAL
521	NONFOREIGN ALLOWANCE-NOT WORKED
522	NONFOREIGN ALLOWANCE-WORKED
140	NONFOREIGN COLA-ADJUSTMENT
523	NONFOREIGN POST DIFFERENTIAL-NOT WORKED
524	NONFOREIGN POST DIFFERENTIAL-WORKED
035	NV TEST SITE
141	ON THE JOB TRAINING
142	ON THE JOB TRAINING-ADJUSTMENT
036	ON THE SPOT AWD
143	OPERATIONAL CURRENCY DIFFERENTIAL
144	OPERATIONAL CURRENCY DIFFERENTIAL-ADJUSTMENT
145	OPERATIONAL DIFFERENTIAL
146	OPERATIONAL DIFFERENTIAL-ADJUSTMENT
147	ORGANIZATIONAL SUCCESS INCREASE
148	ORGANIZATIONAL SUCCESS INCREASE-ADJUSTMENT
999	OTHER
178	OTHER ALLOWANCE
179	OTHER ALLOWANCE-ADJUSTMENT
525	OTHER AWARD
526	OUTSTANDING SERVICE AWARD
037	OVERTIME
149	OVERTIME NORMAL-ADJUSTMENT
150	OVERTIME PAID AT THE REGULAR HRLY RATE
527	OVERTIME SCHEDULED HOLIDAY-NOT WORKED
528	OVERTIME SCHEDULED HOLIDAY-NOT WORKED-TIME AND A HALF
151	OVERTIME WORKED ON RDO PAID AT TRUE OT RATE
152	OVERTIME WORKED ON RDO PAID AT TRUE OT RATE-
153	OVERTIME-ADJUSTMENT @ REGULAR HRLY RATE
301	OVERTIME-AUO
529	OVERTIME-CALLBACK
530	OVERTIME-CALLBACK NOT WORKED
531	OVERTIME-EXCESS OVER 8 HOURS
532	OVERTIME-FLSA ONLY
533	OVERTIME-HOLIDAY
534	OVERTIME-HOLIDAY CALLBACK
535	OVERTIME-HOLIDAY CALLBACK-NOT WORKED
536	OVERTIME-MEAL BREAK
537	OVERTIME-NONWORKDAY ROTATING SHIFT
538	OVERTIME-PAID AT REGULAR RATE
539	OVERTIME-REGULAR UNSCHEDULED (NOT PART OF TOD)
540	OVERTIME-SUNDAY
541	OVERTIME-SUNDAY CALLBACK
542	OVERTIME-SUNDAY CALLBACK NOT WORKED
543	OVERTIME-TITLE 5 ONLY

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CODE	EARNINGS TYPE
305	PARKING (NON-CASH)
544	PARKING-TAXABLE
180	PAY DEMO-ADJUSTMENT
038	PERFORMANCE AWARD
547	PERSONAL LEAVE IN LIEU OF FAMILY-ADOPT-USED
548	PERSONAL LEAVE IN LIEU OF FAMILY-BIRTH-USED
549	PERSONAL LEAVE IN LIEU OF FAMILY-FAMILY ILLNESS-USED
550	PERSONAL LEAVE IN LIEU OF FAMILY-MEDICAL SELF-USED
546	PERSONAL LEAVE -USED
551	PCA BIWEEKLY AMOUNT
154	PHYSICIANS COMPARABILITY PAY-ADJUSTMENT PCA ADJ AMOUNT
551	PHYSICIANS COMPARABILITY ALLOWANCE PCA YTD AMOUNT
040	PMRS AWARD
303	POST DIFFERENTIAL
552	PREMIUM PENALTY PAY COMPENSATE-DOUBLE TIME
553	PREMIUM PENALTY PAY COMPENSATE-FULL TIME
554	PREMIUM PENALTY PAY COMPENSATE-HALF TIME
555	PREMIUM PENALTY PAY COMPENSATE-TIME AND A HALF
556	PREMIUM PENALTY PAY NTKW COMPENSATE-DOUBLE TIME
557	PREMIUM PENALTY PAY NTKW COMPENSATE-FULL TIME
558	PREMIUM PENALTY PAY NTKW COMPENSATE-HALF TIME
559	PREMIUM PENALTY PAY NTKW COMPENSATE-TIME AND A HALF
155	PREVIOUS COMPENSATORY LEAVE PAID
156	PREVIOUS COMPENSATORY LEAVE PAID-ADJUSTMENT
041	RECRUITMENT BONUS
001	REGULAR
157	REGULAR HOURS PAID AT OVERTIME RATE
562	REGULAR MILITARY LEAVE-USED
563	REGULAR PAID AT TIME AND A HALF
158	REGULAR PAY-ADJUSTMENT
159	REGULAR TIME PAID AT OVERTIME RATE-ADJUSTMEN
564	REGULARLY SCHEDULED OVERTIME (PART OF TOD)
565	RELIGIOUS COMPENSATORY TIME-USED
042	RELOCATION BONUS
567	RESTORED ANNUAL LEAVE
568	RESTORED ANNUAL LEAVE IN LIEU OF FAMILY-ADOPT-USED
569	RESTORED ANNUAL LEAVE IN LIEU OF FAMILY-BIRTH-USED
570	RESTORED ANNUAL LEAVE IN LIEU OF FAMILY-FAMILY-USED
571	RESTORED ANNUAL LEAVE IN LIEU OF FAMILY-MEDICAL-USED
572	RESTORED ANNUAL LEAVE-LUMP SUM PAY
573	RESTORED VACATION LEAVE-USED
043	RETENTION ALLOWANCE
160	RETENTION ALLOWANCE OTHER
161	RETENTION ALLOWANCE OTHER-ADJUSTMENT
162	SALARY EXCEEDS THE BIWEEKLY MAXIMUM
575	SCHOOL VACATION LEAVE-USED
044	SEPARATION INCENTIVE
577	SES PERFORMANCE AWARD
578	SES RANK AWARD
045	SEVERANCE PAY
163	SEVERANCE-ADJUSTMENT

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CODE	EARNINGS TYPE
580	SHORE LEAVE-USED
581	SICK IN LIEU OF FAMILY -MEDICAL SELF-USED
582	SICK LEAVE FOR ADOPTION-USED
583	SICK LEAVE IN LIEU FECA-USED
584	SICK LEAVE IN LIEU OF FAMILY-ADOPT-USED
585	SICK LEAVE IN LIEU OF FAMILY-BIRTH-USED
586	SICK LEAVE-USED
587	SPECIAL ACT OR SERVICE AWARD
164	STAFF DIFFERENTIAL-ADJUSTMENT
046	STAFFING DIFFERENTIAL
047	STANDBY
048	STANDBY L/S
589	STANDBY PREMIUM
590	STANDBY PREMIUM-LUMP SUM PAY
165	STANDBY-ADJUSTMENT
166	SUFFERED AND PERMITTED OT
167	SUFFERED AND PERMITTED OT-ADJUSTMENT
591	SUGGESTION AWARD
049	SUNDAY DIFFERENTIAL
168	SUNDAY PAY-ADJUSTMENT
592	SUNDAY PREMIUM-NOT WORKED
593	SUNDAY PREMIUM-WORKED
169	SUPERIOR CONTRIBUTION INCREASE
170	SUPERIOR CONTRIBUTION INCREASE-ADJUSTMENT
594	SUPERIOR SERVICE AWARD
050	SUPERVISORY DIFFERENTIAL
171	SUPERVISORY DIFFERENTIAL-ADJUSTMENT
051	TAXABLE ADVANCE
052	TAXABLE FRINGE BENEFITS
053	TAXABLE TDY
302	TERMINAL LEAVE
596	TIME OFF AWARD-USED
172	TITLE 5 MEAL BREAK
173	TITLE 5 MEAL BREAK-ADJUSTMENT
304	TOTAL EARNINGS
597	TRAINING-WHILE IN 1040 APPOINTMENT
598	TRANSPORTATION-TAXABLE
054	TRAVEL & TRANSPORTATION
174	TRAVEL-ADJUSTMENT
055	UNCONTROLLABLE HOURS
056	UNIFORM ALLOWANCE
599	UNIFORM ALLOWANCE-NONTAXABLE
600	UNIFORM ALLOWANCE-TAXABLE
601	UNIT AWARD FOR EXCELLENCE
602	VACATION IN LIEU OF FAMILY-BIRTH-USED
603	VACATION IN LIEU OF FAMILY-FAMILY ILLNESS-USED
604	VACATION IN LIEU OF FAMILY-MEDICAL SELF-USED
605	VACATION LEAVE IN LIEU OF FAMILY-ADOPT-USED
606	VACATION LEAVE-USED
607	VALOR AWARD
800	FIREFIGHTERS

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CODE	EARNINGS TYPE
801	FIREFIGHTERS ADJUSTMENT
802	COLA ADJUSTMENT
803	BOND REFUND
804	WAGE GRADE SHIFT 2
805	WAGE GRADE SHIFT 3

APPENDIX C
DEDUCTION TABLE

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Deduction Table

Code	Deduction Type
CODE	DEDUCTION TYPE
400	ADMINISTRATIVE FEE OWED FOR GARNISHMENT
401	ADMINISTRATIVE FEE OWED FOR GOVT DEBT
155	ADMINISTRATIVE FEE
402	ADVANCE PAY - DEDUCTION
309	ADVANCE SALARY
403	ALIMONY - INVOLUNTARY
404	ALIMONY - VOLUNTARY
001	ALIMONY/CHILD SUPPORT
310	ANNUITANT OFFSET
405	ASSOCIATION DUES
002	BANK/CU (FINANCIAL ALLOTMENT)
406	BANKRUPTCY
312	BASIC LIFE INSURANCE
407	BOND
108	BOND – ADJUSTMENT
408	CASH AWARD - PAYMENT OUTSIDE SYSTEM
409	CASH COLLECTION
109	CFC – ADJUSTMENT
003	CFC (COMBINED FEDERAL CAMPAIGN)
410	CHARITY CONTRIBUTION
307	CHECKING ALLOTMENT
411	CHILD SUPPORT - INVOLUNTARY
412	CHILD SUPPORT – VOLUNTARY
004	CITY TAX 1
005	CITY TAX 2
006	CIVIL SERVICE CREDIT
413	COMMISSARY OR MEDICAL DEDUCTION
106	COURT ORDERED BANKRUPTCY
107	COURT ORDERED BANKRUPTCY-ADJUSTMENT
110	COURT ORDERED PAYMENTS
111	COURT ORDERED PAYMENTS-ADJUSTMENT
059	CSRS RETIREMENT
414	CSRS RETIREMENT- DEDUCTION
156	DEDUCTION ADJUSTMENTS
007	DESERT SHIELD HEALTH
415	DISCRETIONARY ALLOTMENT
416	EARNED INCOME CREDIT - DEDUCTION
008	EDUCATION LOAN
417	EDUCATION LOAN - INVOLUNTARY
418	ELECTRICITY - NONTAXABLE
419	ELECTRICITY - TAXABLE
112	EMERGENCY MILITARY LEAVE
113	EMERGENCY MILITARY LEAVE-ADJUSTMENT
009	FEDERAL DEBT
420	FEDERAL DEBT RECOVERY - INVOLUNTARY
421	FEDERAL DEBT RECOVERY - VOLUNTARY
055	FEDERAL TAX
100	FEDERAL TAX - VIRGIN ISLANDS

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CODE	DEDUCTION TYPE
301	FEDERAL TAX EXTRA
010	FEDERAL TAX LEVY
422	FEDERAL TAX LEVY - INVOLUNTARY
423	FEDERAL TAX LEVY - VOLUNTARY
115	FEDERAL TAX ON PCS
116	FEDERAL TAX ON PCS-ADJUSTMENT
117	FEDERAL TAX VI-ADJUSTMENT
424	FEDERAL TAX-ADDITIONAL
114	FEDERAL TAX-ADJUSTMENT
425	FEDERAL TAXES
426	FEGLI - ADDITIONAL
427	FEGLI - FAMILY
428	FEGLI - OPTIONAL
429	FEGLI - REGULAR
130	FEGLI
057	FERS RETIREMENT
430	FERS RETIREMENT-DEDUCTION
118	FICA-ADJUSTMENT
105	FINANCIAL ALLOTMENT-ADJUSTMENT
431	FITNESS DEDUCTION (BG00)
485	FLEXIBLE SPENDING ACCOUNT DEPENDENT CARE
486	FLEXIBLE SPENDING ACCOUNT HEALTH CARE
432	FOREIGN SALARY ADVANCE - DEDUCTION
433	GARAGE - NONTAXABLE
434	GARAGE - TAXABLE
011	GARNISHMENT
120	GHI PAYMENT-ICAO OR UNION REP
119	GHI-ADJUSTMENT
123	GLI ADTL PAYMENT-ICAO OR UNION REP
126	GLI FAM PAYMENT-ICAO OR UNION REP
129	GLI OPT PAYMENT-ICAO OR UNION REP
132	GLI REG PAYMENT-ICAO OR UNION REP
121	GLI-ADDITIONAL
122	GLI-ADDITIONAL-ADJUSTMENT
124	GLI-FAMILY
125	GLI-FAMILY-ADJUSTMENT
127	GLI-OPTIONAL
128	GLI-OPTIONAL-ADJUSTMENT
130	GLI-REGULAR
131	GLI-REGULAR-ADJUSTMENT
012	GOV SHR 6
013	GOVERNMENT QUARTERS
014	HEALTH ADVANCE REPAYMENT
435	HEALTH BENEFITS
483	HEALTH BENEFITS PRE-TAX/POST-TAX DEBT
484	HEALTH BENEFITS PRE-TAX/POST-TAX PREPAID
015	HEALTH INSURANCE
017	HLT CNT MTH
016	HLT DED MTH
302	IDRA
436	INTEREST FEE OWED GOVT

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CODE	DEDUCTION TYPE
437	JUDGEMENT OFFSET - INVOLUNTARY
438	JUDGEMENT OFFSET - VOLUNTARY
133	JURY DUTY FEE
134	JURY DUTY FEE-ADJUSTMENT
135	LABOR ORG-ADJUSTMENT
018	LF IN CNT M
019	LIFE INS MT
137	LOCAL TAX WAGE-ADJUSTMENT
439	LOCAL TAX-ADDITIONAL
136	LOCAL TAX-ADJUSTMENT
440	LOCAL TAXES
807	LONG TERM HEALTH CARE
441	MEAL - NONTAXABLE
442	MEAL - TAXABLE
058	MEDICARE
443	MEDICARE PRIOR YEAR TAX
444	MEDICARE TAX
138	MEDICARE-ADJUSTMENT
020	MIL DP FERS
021	MILITARY DEPOSIT - CSRS
311	MILITARY DEPOSIT INCEPTION-TO-DATE
445	MILITARY SERVICE CREDIT DEPOSIT - CSRS
446	MILITARY SERVICE CREDIT DEPOSIT - FERS-
022	MIN NET HLT
316	MISCELLANEOUS DEDUCTIONS
447	MISCELLANEOUS OFFSET BAO
448	MISCELLANEOUS OFFSET POD
449	MOBILE HOME - NONTAXABLE
440	MOBILE HOME - TAXABLE
451	MOVING ALLOWANCE - DEDUCTION
023	NFC DEBT
056	OASDI OR SOCIAL SECURITY
452	OASDI PRIOR YEAR TAX
453	OASDI TAX
024	OP FEG/AD M
026	OP FEG/AD S
027	OP FEG/FM M
025	OP FEG/FM S
454	OPIC FLEX FUND - DEPENDANT CARE
455	OPIC FLEX FUND - HEALTH
456	OPIC HEALTH BENEFITS - OP6 - EMPLOYEE + SPOUSE
457	OPIC HEALTH BENEFITS - OP7 - EMPLOYEE + CHILD
458	OPIC HEALTH BENEFITS - OP9 - FAMILY
459	OPIC HELATH BENEFITS - OP8 - BASIC - SELF ONLY
460	OPIC LIFE INSURANCE - \$25000 – EMPL OPTION 1
461	OPIC LIFE INSURANCE - AGENCY SHARE PER PAY PERIOD
462	OPIC LIFE INSURANCE - EMPL BASIC DEDUCTION
463	OPIC LIFE INSURANCE - EMPL OPTION 2 - SPOUSE
464	OPIC LIFE INSURANCE - EMPL OPTION 3 - FAMILY
465	OPIC PARKING SUBSIDY - TAXABLE
028	OPT INS S-M

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CODE	DEDUCTION TYPE
313	OPTION A LIFE INSURANCE
314	OPTION B LIFE INSURANCE
315	OPTION C LIFE INSURANCE (FAMILY)
031	OPTIONAL FEGLI/ADDITIONAL OPTIONAL
029	OPTIONAL FEGLI/FAMILY
030	OPTIONAL INSURANCE MTH
032	ORGANIZATION DUES
999	OTHER
139	OVERPAYMENT OF SALARY
140	OVERPAYMENT OF SALARY-ADJUSTMENT
141	OVERPAYMENT OF TRAVEL
142	OVERPAYMENT OF TRAVEL-ADJUSTMENT
466	PARK POLICE RETIREMENT-DEDUCTION
467	PCS - PAYMENT OUTSIDE SYSTEM
468	PENALTY FEE OWED GOVT
034	PRIOR YEAR MEDICARE
033	PRIOR YEAR OASDI OR SOCIAL SECURITY
469	PRIVATE DEBT RECOVERY - INVOLUNTARY
470	QUARTERS - NONTAXABLE
471	QUARTERS - TAXABLE
143	QUARTERS-ADJUSTMENT
035	REC SALES
036	REFUND LUMP SUM
038	RET PP DC
037	RET PP US
145	RET-DEPOSIT-PYMT-NATIONAL GUARD
308	RETIREMENT
101	RETIREMENT DEPOSIT PAYMENT-MILITARY
144	RETIREMENT-ADJUSTMENT
306	SAVINGS ALLOTMENT
041	SEM-M HLT C
043	SEM-M HLT D
040	SEM-M LIF C
042	SEM-M LIF D
044	SER CHG TMP
045	SPOUSE EQUITY
473	STATE TAX - ADDITIONAL
046	STATE TAX 1
047	STATE TAX 2
146	STATE TAX DEDUCTION-ADJUSTMENT
474	STATE TAX LEVY
147	STATE TAX WAGE-ADJUSTMENT
048	SUBSISTENCE
476	SUMMER PAYOUT
477	SUMMER PAYOUT DISBURSEMENT
049	TEMPORARY CONTINUATION OF COVERAGE (HEALTH)
050	THRIFT SAVINGS PLAN (TSP)
819	THRIFT SAVINGS PLAN CATCH UP (TSPCU)
053	THRIFT SAVINGS PLAN LOAN
051	TRAILERS
478	TRANSPORTATION FRINGE BENEFIT

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CODE	DEDUCTION TYPE
052	TRAVEL ADVANCE
479	TRAVEL ADVANCE - DEDUCTION
102	TSP DEDUCTION PRIOR YEAR
480	TSP EMPLOYEE C FUND
481	TSP EMPLOYEE G FUND
482	TSP EMPLOYEE F FUND
103	TSP GOVERNMENT SHARE
150	TSP-DEDUCTION-ADJUSTMENT
151	TSP-GOVERNMENT-SHARE-ADJUSTMENT
054	UNI SER COL
303	UNION DUES
039	US SAVINGS BONDS
104	UTILITIES
152	UTILITIES-ADJUSTMENT
148	VIOLATION OF TRAINING AGREEMENT
149	VIOLATION OF TRAINING AGREEMENT-ADJ
305	VOLUNTARY ALLOTMENT
304	VOLUNTARY ALLOTMENT EFT
154	VOLUNTARY LABOR/OTHER-ADJUSTMENT
153	VOLUNTARY UNION DED/OTHER DEDUCTION
800	NEBA
801	FEGLI ADJUSTMENT
802	STATE TAX 2 ADJUSTMENT
803	OASDI TAX ADJUSTMENT
804	HEALTH INSURANCE ADJUSTMENT
805	ASSOCIATION DUES ADJUSTMENT
806	MISCELLANEOUS DEDUCTIONS ADJUSTMENT